

## California Emergency Management Agency CalEMA

### Emergency Management/Responder Credentialing Program

## REOC/SOC/SDOC (State Agencies) POSITION TASK BOOK



This Position Task  
Book Belongs to: \_\_\_\_\_

Rev. 3/1/09  
Version 2.0



# **California Emergency Management Agency (CalEMA) Emergency Management/Responder Credentialing Program**

## **CRITERIA**

All applicants must meet the current certification and qualifications as listed in the Emergency Management/Responder Credentialing Program “program book” or specific “level” position Task Book. These documents can be found at the CSTI Website, [www.csti.ca.gov](http://www.csti.ca.gov) under the link Emergency Responder Credentialing Program.

Emergency Services Director or his/her designee must verify all information submitted is true and correct, utilizing the Credentialing Checklist and Application form for the position to be credentialed.

Emergency Services Director or his/her designee must provide specific information or certificates (i.e. date, incident name and satisfactory verification of the complex incident, exercises) to justify compliance.

## **HOW TO APPLY**

Separate applications must be submitted for each position and level for which an applicant desires application.

Application consists of:

- Specific position and level of credentialing checklist and application
- Backup documentation (position task book, certificates, other forms)
- Signed by the Emergency Services Director or Designee
- Provide a “passport” type picture of the person seeking credentialing
  - Hard copy or send electronically through e-mail below

Send this information to:

CalEMA  
Attention: Emergency Responder Credentialing Coordinator  
3650 Schriever Ave.  
Mather, CA 95655-4203

Please e-mail questions to: [credentialing.coordinator @oes.ca.gov](mailto:credentialing.coordinator@oes.ca.gov)

TO: California's Emergency Management and First Responder Community

SUBJECT: Credentialing of Key SEMS/NIMS Personnel

To further enhance the State's effort to prepare and respond in time of disaster of major incident, CalEMA has embarked on a credentialing program for key SEMS/NIMS Emergency Response positions. This effort has been coordinated with the assistance of local and state government, private, non-profits, and tribal entities. The SEMS Advisory Board has reviewed and approved this program.

This voluntary program not only meets the intent of the NIMS Guidelines for the Credentialing of Personnel document (11/21/08), but it also designed to promote the following:

- Establishment of common performances/competencies
- Common typing for Mutual Aid
- Timely identification of key personnel in time of need
- Overall effective response
- NIMS Credentialing Compliance

I invite you to look over the following information and take advantage of the credentialing system our Agency provides. Please contact the Credentialing Coordinator at [credentialing.coordinator@oes.ca.gov](mailto:credentialing.coordinator@oes.ca.gov) or review the Credentialing Tasks Books at [www.csti.ca.gov](http://www.csti.ca.gov).

The California Emergency Management Agency looks forward to serving you and the response community for California.

Sincerely,

Michael Brady,  
SEMS Technical Committee Chair for Credentialing  
California Emergency Management Agency, Cal EMA

## **Acknowledgements**

Matthew Bettenhausen, Secretary  
California Emergency Management Agency

Frank McCarton, Undersecretary  
California Emergency Management Agency

### **SEMS/NIMS Credentialing Committee**

Michael Brady, Chair  
CalEMA

Jeffrey Paullus, Vice-Chair  
CalEMA

Sonny Fong, Dept. of Water Resources

Charlene Fain-Keslar, Cal Trans

Don Fogle, Cal Trans

John DeBeaux, MARAC III

John Spitler, CUEA

Valerie Lucas, Lawrence Berkeley National Lab

Ray Riordan, CUEA & CalEMA

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Babette Jimenez, Sacramento State

Don Silverek, CCUPCA

Jim Brown, Ca. Conservation Corp

Paul Hamilton, Dept. of Fish and Game

Rita Witucki, Dept. of Food and Ag.

Anthony Lukin, POST/CalEMA

Robert Lewis, CalEMA

## **CREDENTIALING Forward**

The State's public, private, volunteer, and tribal emergency responders have been serving their local communities for as long as their respective organizations have existed. These same responders have also ably assisted neighboring communities whenever help was needed. Given today's challenges, however, the potential for local communities to require help from emergency response organizations across the state has increased significantly.

The need for emergency responders to deploy to incidents outside their own localities has placed additional demands on our emergency response communities. Existing mutual-aid systems must be able to guarantee swift and successful support through the routine identification and dispatch of qualified emergency responders to any domestic incident—the resultant organization of resources must be seamless, safe, and effective. All of this must be accomplished with emergency resources from communities across the State that may have different training programs, certification and job experience requirements, and identification protocols.

The development of a statewide credentialing system can help to provide the Incident Command System (ICS) with the means to verify, quickly and accurately, the qualifications of emergency responders who have been requested to augment State and local resources at an incident site. In addition, it can serve to document professional qualifications, certifications, training, and education requirements that define baseline criteria expected of emergency response professionals and volunteers who are called upon to assist other communities across the State.

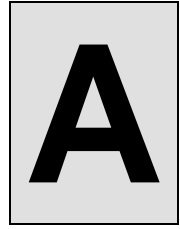
***While such a system is meant to verify the identity and qualifications of emergency responders, it does not provide automatic access to an incident site. In this way it can serve to prevent unauthorized (i.e., self-dispatched or unqualified personnel) access to an incident site. Additionally, responders credentialed in a specific ICS position may still not be fully qualified to fill the position due to the type and extent of the incident.***

The state's Emergency Management/Responder Credentialing systems is designed to flow into the larger effort of the NIMS Guidelines for the Credentialing of Personnel (11/21/08 Document Guidance). By following the framework of the Federal Guidance, the state's system should facilitate a seamless transition into a national system. Additionally, it is the state's intent not to duplicate existing credentialing systems and minimize impact to its constituents.

The initial attempt of the state to develop and implement a credentialing system will help promote effective and efficient personnel resource management in time of need. The net effect of this system should be less loss of life, environment, and property during a disaster.

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# **Overview of State Credentialing**



## **Overview of the State Credentialing Processing Procedure**

### **Background:**

NIMS compliance must include day-to-day operations as well as major incidents involving federal participation. The intent of NIMS is to ensure that all levels of government throughout the United States have the capability to work effectively together, using a national approach to domestic incident management so that all first responders at all levels use the same organizational structures, terminology, procedures, and systems at all times.

Credentialing for California is based on the NIMS Guidelines for the Credentialing of Personnel. If an employer wishes to achieve "State Credentialing" and a card so indicating the SEMS/NIMS level and position credentialed, it must comply with the "certification and qualification" standards for each level and position desired (see attached level and position criteria), and follow the "State Credentialing Processing Procedure," both of which are specified herein.

### **Employer Request for State Credential:**

For state credentialing the employer must first do the following:

1. Identify the personnel, per SEMS level and position, to be credentialed
2. Provided minimum "Certification" training requirements, any existing local certification requirements and any physical and medical fitness requirements specified for the level and position for which each individual is requesting credentialing, and
3. Verify minimum "Qualifications" (including any additional actual incident experiences, equivalent exercising, or mentoring experiences, additional training and/or education requirements, professional certificates, etc.) specified for the level and position for which each individual is requesting credentialing.

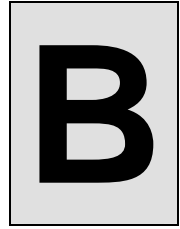
The employer then must then do the following:

1. Submit to CalEMA Credentialing Coordinator a request for state credentialing for each position requesting credentialing by submitting the appropriate Task Book Credentialing Checklist & Application.
2. Attach all required and appropriate forms including: including "Resume of Experience", SEMS "Performance Evaluation Forms" (forms relates to appropriate ICS Position Checklist in ICS 420-1), showing a rating of "Satisfactory" or better (satisfactory means performing at least 70% of tasks for appropriate ICS Position Checklist in a safe and competent manner, to the satisfaction of the ICS supervisory position or evaluator), and copies of any

3. Have “checklist & application” reviewer sign and date application acknowledging that the employer has self-certified that the person is physically and medically fit for the level and position, and has met all certification and qualification standards under the SEMS/NIMs guidelines
4. Have the Emergency Services Director or Designee sign “checklist & application”
5. Provide any other follow-up documentation or information requested CalEMA
6. Submit a passport size picture to be included in the credential

**CalEMA Credentialing Administration Will:**

1. Upon receipt of an employer’s request to credential an individual, the Credentialing Unit of CalEMA shall review all forms and information submitted
2. If “equivalencies” are provided, **CalEMA will** determine whether they meet the intent of the original requirement, and document accordingly
3. If “deficiencies” exist, send a letter or make contact with the applicant specifying the deficiencies to the employer, along with the procedures for appeal
4. If proof of credentialing through another existing recognized discipline specific certifications, qualifications and standards authority is submitted and verified, such credentialing shall be deemed equivalent to these requirements and acceptable for processing per 5, 6 & 7 below.
5. If all requirements are met, enter the person’s name and appropriate information into the State Credentialing database
6. Process a wallet-size “Card” indicating the position and level for which the individual is credentialed
7. Send the card and credential letter to the employer for distribution.



# **Glossary, Terms, & Acronyms**

## GLOSSARY of CRITICAL TERMS

### Credentialing:

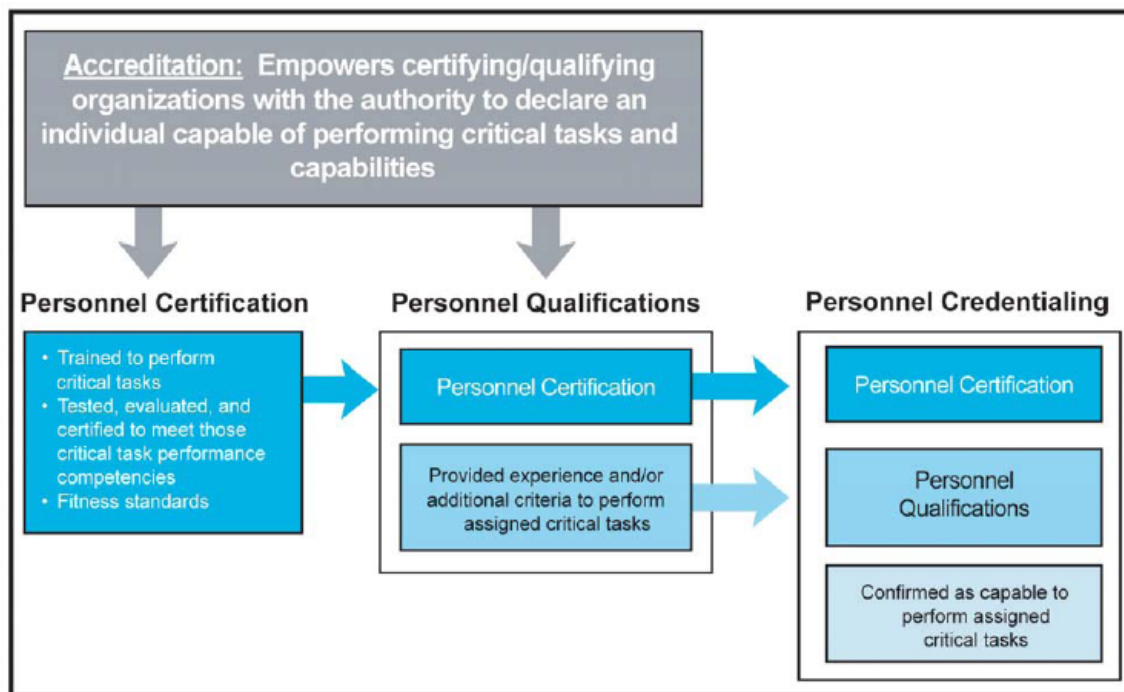
Credentialing involves providing documentation that can *quickly* authenticate and verify the qualifications and certification of designated Emergency Managers/Responers. This system helps ensure that personnel representing various jurisdictional levels and functional disciplines possess a minimum common level of training, currency, experience, physical and medical fitness, incident management or emergency responder position they are tasked to fill.

### Certification:

Certification involves measuring an individual's competence through a testing or evaluation process. Personnel are certified by their discipline's relevant certifying authority. Accreditation refers to the "empowerment of certifying/qualifying organizations with the authority to declare and individual capable of performing critical tasks and capabilities."

### Qualifications:

The next stage is **qualification**, which refers to "certified" personnel who have the "provided experience and/or additional *training and* qualifications to perform assigned critical tasks and capabilities." That is, not all "certified" emergency responders may be "qualified" to respond to an incident. Additional criteria, *such as further training and exercising, field experience, mentoring, possessing required certificates and credentials, etc. that* may apply.



## **“Complex” Multi-Agency Incident, Planned Event, and Exercise**

The term “complex” is subjective. Here are two interpretations:

1) CICC Definition: There are many factors that determine incident complexity: geographic size, location, threat to life and property, political sensitivity, organizational complexity, jurisdictional boundaries, values at risk, agency policy and others. Incident complexity is identified by types 1 thru 5 with a type 1 incident being the most complex and type 5 the least. For example a type 5 incident is characterized by relatively few resources, is of short duration, and has few if any of the complexity factors listed above. A common type 5 incident is often a single responding unit which is able to bring things back to normal without additional assistance. A type 1 incident may be escalated from the type 5 level, taking on many of the above listed complexities; or it may start out that way from the initial onset as we’ve seen with recent natural disasters. Most emergencies are successfully handled at the local level, requiring little assistance from outside jurisdictions. However, when an incident escalates beyond a jurisdiction’s capability, it is important that there are pre-established processes and procedures for ordering the appropriate level of management expertise. By typing incidents based on complexity, an agency administrator or jurisdictional emergency manager is better able to order and assign the appropriately qualified personnel.

2) CSTI definition: Complex incidents usually are of long duration, requiring multiple response agencies, jurisdictions and resources. They pose significant problems for responders to deal with and Incident Commanders to manage during the “emergency” phase of the incident. Mutual Aid may be utilized to a small degree or extensively.

*Finally,* To one jurisdiction a small multiple vehicle traffic accident may be complex, while another jurisdiction a large scale multi-casualty incident would be considered complex. It is important to note that a “complex” incident, event, and/or exercise must use ICS and have multiple-agencies involved. It is not the intent of this credentialing process to exclude jurisdictions based on its geographic size, location, threat to life and property, political sensitivity, organizational complexity, jurisdictional boundaries, values at risk, agency policy and others. This liberal interpretation will canvas both the smaller more rural and larger urban jurisdictions.

## **Medically and Physically Fit**

Individuals must be healthy enough to function under field and Emergency Operations Center conditions, *as judged by the employer or physician as necessary*, which may include all or some of the following:

- 12-hour shifts, austere conditions (possibly no showers, housing in tents, portable toilets)
- Extreme weather conditions (long exposure to heat and humidity, lack of air conditioning, extreme cold, or wet environments)
- Long periods of standing
- Individuals should not require personal medications that need refrigeration of any kind
- Individuals should not have any physical conditions, impairments, or restrictions that would preclude them from participating in the moving and lifting of patients and/or equipment and supplies
- Immunizations:
  - Tetanus and diphtheria (Td) toxoid or Tetanus, diphtheria, and pertussis
  - (Tdap.) Receipt of primary series and booster within 10 years.
  - Documentation of Hepatitis B Vaccination Series and documentation of a
  - positive titer (antibody to HBsAg) OR completion of a “waiver of liability”

### **“Mentoring” Process**

Mentoring as considered in the credentialing program shall be defined as a process in which an ICS/SEMS level position is filled by a state credentialed person and has with him/her at all times a person in training, who observes the state credentialed person perform his/her required tasks, or in some instances actually performs the ICS/SEMS level position tasks under the direct supervision of the state credentialed person.

### **Planned Event**

A planned event constitutes any organized event which multi-agencies use ICS to prepare and stage resources for the potential adverse impact to life, environment, and/or property.

### **Qualifying “Exercise”**

To be credited as an “exercise” under this credentialing program, an exercise must be either a “Functional” or “Full Scale” Exercise as defined by FEMA and

CalEMA. The exercise shall include multiple agencies or jurisdictions, and be held over at least a four (4) hour period), with a formal critique identifying lessons learned.

### **“Satisfactory” Evaluation**

Until further criteria can be established, an evaluation of “satisfactory” performance during an actual incident, planned event, exercise, or mentoring process shall mean:

Person performed ICS/SEMS level position tasks in a safe and competent manner, contributing to the response and/or management of the incident or planned event, as evaluated by the supervising ICS/SEMS position, and would be utilized again in that ICS/SEMS level position in future incidents or planned events.

### **“Credentialing Accreditation Authority”**

Emergency Services Director by ordinance or his/her designee, or Emergency Services Coordinator of the Jurisdiction.

## ACRONYMS

### **CalEMA**

California Emergency Management Agency

### **CDHS**

California Department of Health Services

### **CICCS (#311)**

An acronym for California Incident Command Certification System. A California *Fire Service* certification system for positions within the Incident Command System.

CICCS is a “Performance Based System” utilizing established minimum training standards and documented experience.

### **CDHS**

California Department of Health Services

### **CEM**

IAEM created the **Certified Emergency Manager®** Program to raise and maintain professional standards. It is an internationally recognized program that certifies achievements within the emergency management profession.

### **CSTI**

California Specialized Training Institute

### **EMSA**

State Emergency Medical Services Authority

### **FEMA**

Federal Emergency Management Agency

### **HEICS**

An acronym for Hospital Incident Command System. ICS used in hospitals nationwide; required by the Joint Commission on the Accreditation of Hospital Organizations (JCAHO).

### **ICS**

Incident Command System

### **POST**

Police Officer Standards and Training



**RIMS**

Acronym for Response Information Management System. RIMS is a computer system used by State of California and local government for tracking mission requests, situation report, and documenting status of disasters and significant events.

**ROSS**

Stands for Resource Ordering and Statusing System. It is currently a product of the National Wildfire Coordinating Group and is maintained and financed through an interagency agreement via NWCG agencies. CDF and OES Fire/Rescue utilize ROSS

**SDOC**

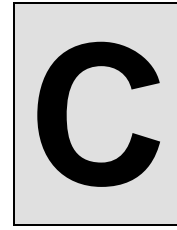
State of California Department Operating Center

**SEMS**

*Standardized Emergency Management System (CA)*

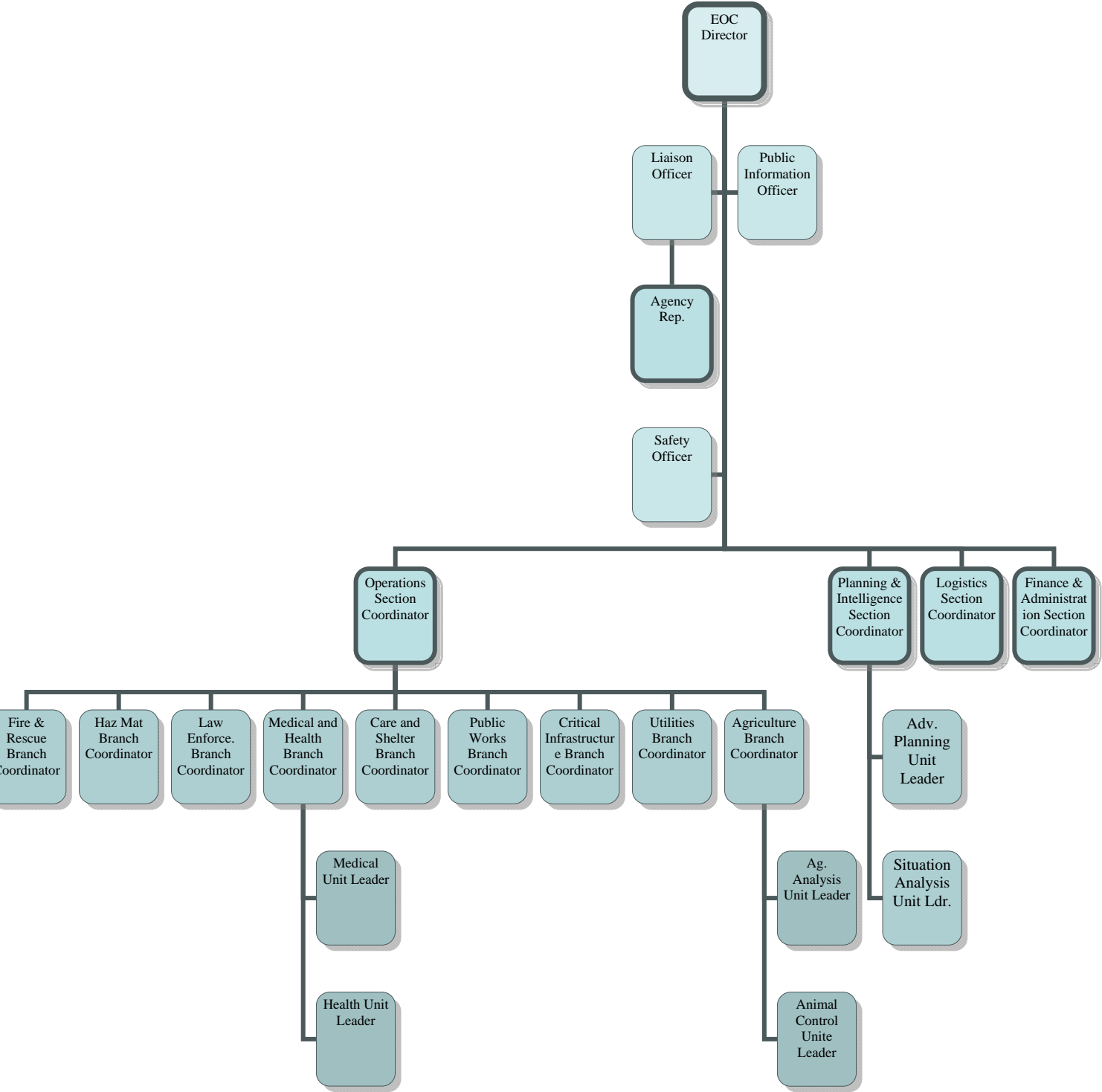
**SFM**

State Office of the Fire Marshal



# **SEMS REOC, SOC, SDOC Credentialed Positions**

SEMS REOC/SOC/State DOC CREDENTIALLED \*POSITIONS



\*This organization chart dCaIEMA not depict all SEMS ICS positions, only the positions which have been identified to be credentialed.

## **SEMS Emergency Operations Center (REOC/SOC/State DOC) Positions**

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Management:	
EOC Director	19
Safety Officer	20
Public Information Officer	21
Liaison Officer	22
Agency Rep	23
Operations:	
Ops Section Coordinator	24
Branch Coordinator (generic)	25
Fire and Rescue Branch Coordinator	26
Haz Mat Branch Coordinator	27
Law Enforcement Branch Coordinator	28
Medical and Health Branch Coordinator	29
Medical Unit Leader	30
Health Unit Leader	31
Care and Shelter Branch Coordinator	32
Public Works Branch Coordinator	33
Utilities Branch Coordinator	34
Critical Infrastructure Branch Coordinator	35
Agriculture/Ag Branch Coordinator	36
Ag Analysis Unit Leader	37
Animal Control Unit Leader	38
Planning & Intelligence:	
Planning & Intelligence Section Coordinator	39
Advanced Planning Unit Leader	40
Situation Analysis Unit Leader	41
Logistics:	
Logistics Section Coordinator	42
Finance & Administration:	
Finance & Administration Section Coordinator	43

**SEMS Level:** Regional Emergency Operations Center (REOC), State Operations Center (SOC), State Department Operations Center (DOC)

**SEMS Position:** EOC Director

**Certification:**

- SEMS Field Level Course – ACI Orientation, Basic Modules 1-6, Intermediate Modules 7-11, and Advance Modules 12-17
  - ▶ Or ICS 100-400
- SEMS/NIMS EOC G 611 Course, including “EOC Director” Position Training (i.e. Specific Departmental Emergency Operations Center Training, etc.)
- IS-700 NIMS “Equivalent” Overview Training
  - ▶ Or SEMS/ICS/NIMS Combined Course, POST NIMS/SEMS Basic Course, etc.
- IS 800 B National Response Framework
- NEMA EMAC Pre/Field Course Training
- Medically and physically fit to complete multiple Operational Periods

**Qualifications:**

- 2 years senior managerial or supervisory experience with CalEMA (or other state agency rep as designated by CalEMA Secretary).
  - ▶ Or Certified Emergency Manager (CEM) credential
  - ▶ Or CalEMA/CSTI Emergency Management Specialists Certificate
  - ▶ Or an agency rep designated as “EOC Director” per State/Department Emergency Plan
  - ▶ Or 2 years experience with local government emergency management experience either working for government or providing direct service to local government emergency management
- 3 “complex” multi-agency incident experiences, by actually filling the EOC Director (or Deputy Director or any “General Staff”) position at a Regional Emergency Operations Center (REOC) or State Operations Center (SOC) or State Department Operations Center (SDOC) during a declared emergency, filling the EOC Director (or Deputy Director or any “General Staff”) position at a Regional Emergency Operations Center (REOC) or State Operations Center (SOC) or State Department Operations Center (SDOC) as deemed “Satisfactory” or above by CalEMA Secretary
  - ▶ Or filling the above position at a REOC/SOC/SDOC during 6 multi agency exercises, with an evaluation of “Satisfactory” or above by the supervising SEMS position or evaluator
  - ▶ Or mentoring under a person filling the above position at a REOC/SOC/SDOC during 4 “complex” multi-agency incidents, with an evaluation of “Satisfactory” or above by the supervising REOC, SOC or SDOC Director or CalEMA Secretary
  - ▶ Or coordinating at least 10 mission requests through the State CalEMA
- CalEMA/CSTI, FEMA, etc. Emergency Management Course (e.g. 36 hour Earthquake Course or a Professional Development Series course)
  - ▶ Or completion of a minimum of 12 units of core course work from an accredited college or university in the field of emergency management or closely related field
  - ▶ Or CalEMA/CSTI Emergency Management Specialists Certificate

**Credentialing:**

- Once certification is requested, provide documentation per “Credentialing Checklist & Application”, for the level and position per above criteria and the “State Credentialing Processing Procedure” (state position credentialing is voluntary, but is required for interstate mutual aid and NIMS compliance).
- Biennial refresher requirement shall be met via documenting actual incident experiences, drills, exercises or other refresher training in subject matter, position and/or function listed above within the calendar year.

**SEMS Level:** Regional Emergency Operations Center (REOC), State Operations Center (SOC), State Department Operations Center (DOC)

**SEMS Position:** Safety Officer

**Certification:**

- SEMS/NIMS EOC G 611 Course, including “Safety Officer” Position Training (i.e. Specific Departmental Emergency Operations Center Training, etc.)
- IS-700 NIMS “Equivalent” Overview Training
  - ▶ Or SEMS/ICS/NIMS Combined Course, POST NIMS/SEMS Basic Course, etc.
- IS 800 B National Response Framework
- Situation & Resource Tracking System training (i.e. RIMS, ROSS, etc.)
- Medically and physically fit to complete multiple Operational Periods

**Qualifications:**

- 1 year supervisory or lead experience with CalEMA (or other state agency rep as designated by the REOC, SOC or SDOC Director).
  - ▶ Or Certified Emergency Manager (CEM) credential
  - ▶ Or CalEMA/CSTI Emergency Management Specialists Certificate
  - ▶ Or an agency rep designated as “Safety Officer” per State/Department Emergency Plan
  - ▶ Or 1 year “safety” related experience or primary responsibility
- 1 “complex” multi-agency incident experience, by actually filling the “Safety Officer” (or “Assistant Safety Officer”) position at a REOC, SOC or SDOC during a declared emergency, with an evaluation of “Satisfactory” or above by the supervising SEMS position
  - ▶ Or filling the above position at a REOC/SOC/SDOC during 3 multi agency exercises, with an evaluation of “Satisfactory” or above by the supervising SEMS position or evaluator
  - ▶ Or mentoring under a person filling the above position at a REOC/SOC/SDOC during 2 “complex” multi-agency incidents, with an evaluation of “Satisfactory” or above by the supervising SEMS position
- CalEMA/CSTI, FEMA, etc. Emergency Management Course (e.g. 36 hour Earthquake Course or a Professional Development Series course)
  - ▶ Or completion of a minimum of 12 units of core course work from an accredited college or university in the field of emergency management or closely related field
  - ▶ Or CalEMA/CSTI Emergency Management Specialists Certificate

**Credentialing:**

- Once certification is requested, provide documentation per “Credentialing Checklist & Application”, for the level and position per above criteria and the “State Credentialing Processing Procedure” (state position credentialing is voluntary, but is required for interstate mutual aid and NIMS compliance).
- Biennial refresher requirement shall be met via documenting actual incident experiences, drills, exercises or other refresher training in subject matter, position and/or function listed above within the calendar year.

**SEMS Level:** Regional Emergency Operations Center (REOC), State Operations Center (SOC), State Department Operations Center (DOC)

**SEMS Position:** Public Information Officer

**Certification:**

- SEMS Field Level Course – ACI Orientation, Basic Modules 1-6, Intermediate Modules 7-11, and Advance Modules 12-17
  - ▶ Or ICS 100-400
- SEMS/NIMS EOC G 611 Course, including “Public Information Officer” Position Training (i.e. Specific Departmental Emergency Operations Center Training, etc.)
- IS-700 NIMS “Equivalent” Overview Training
  - ▶ Or SEMS/ICS/NIMS Combined Course, POST NIMS/SEMS Basic Course, etc.
- IS 800 B National Response Framework
- Situation & Resource Tracking System training (i.e. RIMS, ROSS, etc.)
- CalEMA “Joint Information Center (JIC)” Training
- Medically and physically fit to complete multiple Operational Periods

**Qualifications:**

- 1 year supervisory or lead experience with CalEMA (or other state agency rep as designated by the REOC, SOC or SDOC Director).
  - ▶ Or Certified Emergency Manager (CEM) credential
  - ▶ Or CalEMA/CSTI Crisis Communications Specialists Certificate
  - ▶ Or an agency rep designated as “Public Information Officer” per State/Department Emergency Plan
  - ▶ Or 1 year “public information” or “media” related experience or primary responsibility
- 1 “complex” multi-agency incident experience, by actually filling the “Public Information Officer” (or Assistant Public Information Officer) position at a REOC, SOC or SDOC during a declared emergency, with an evaluation of “Satisfactory” or above by the supervising SEMS position
  - ▶ Or filling the above position at a REOC/SOC/SDOC during 3 multi agency exercises, with an evaluation of “Satisfactory” or above by the supervising SEMS position or evaluator
  - ▶ Or mentoring under a person filling the above position at a REOC/SOC/SDOC during 2 “complex” multi-agency incidents, with an evaluation of “Satisfactory” or above by the supervising SEMS position
- CalEMA/CSTI, FEMA, etc. Emergency Management Course (e.g. 36 hour Crisis Communication Course or a Professional Development Series course)
  - ▶ Or completion of a minimum of 12 units of core course work from an accredited college or university in the field of emergency management or closely related field
  - ▶ Or CalEMA/CSTI Crisis Communications Specialists Certificate

**Credentialing:**

- Once certification is requested, provide documentation per “Credentialing Checklist & Application”, for the level and position per above criteria and the “State Credentialing Processing Procedure” (state position credentialing is voluntary, but is required for interstate mutual aid and NIMS compliance).
- Biennial refresher requirement shall be met via documenting actual incident experiences, drills, exercises or other refresher training in subject matter, position and/or function listed above within the calendar year.

**SEMS Level:** Regional Emergency Operations Center (REOC), State Operations Center (SOC), State Department Operations Center (DOC)

**SEMS Position:** Liaison Officer

**Certification:**

- SEMS Field Level Course – ACI Orientation, Basic Modules 1-6, Intermediate Modules 7-11, and Advance Modules 12-17
  - ▶ Or ICS 100-400
- SEMS/NIMS EOC G 611 Course, including “Liaison Officer” Position Training (i.e. Specific Departmental Emergency Operations Center Training, etc.)
- IS-700 NIMS “Equivalent” Overview Training
  - ▶ Or SEMS/ICS/NIMS Combined Course, POST NIMS/SEMS Basic Course, etc.
- IS 800 B National Response Framework
- Situation & Resource Tracking System training (i.e. RIMS, ROSS, etc.)
- Medically and physically fit to complete multiple Operational Periods

**Qualifications:**

- 1 year supervisory or lead experience with CalEMA (or other state agency rep as designated by the REOC, SOC or SDOC Director).
  - ▶ Or Certified Emergency Manager (CEM) credential
  - ▶ Or CalEMA/CSTI Emergency Management Specialists Certificate
  - ▶ Or an agency rep designated as “Liaison Officer” per State/Department Emergency Plan
  - ▶ Or 1 year “agency rep” or “liaison” related experience or primary responsibility
- 1 “complex” multi-agency incident experience, by actually filling the “Liaison Officer” (or Assistant Liaison Officer) position at a REOC, SOC or State Department Operations Center (SDOC) during a declared emergency, with an evaluation of “Satisfactory” or above by the supervising SEMS position
  - ▶ Or filling the above position at a REOC/SOC/SDOC during 3 multi agency exercises, with an evaluation of “Satisfactory” or above by the supervising SEMS position or evaluator
  - ▶ Or mentoring under a person filling the above position at a REOC/SOC/SDOC during 2 “complex” multi-agency incidents, with an evaluation of “Satisfactory” or above by the supervising SEMS position
- CalEMA/CSTI, FEMA, etc. Emergency Management Course (e.g. Terrorism Liaison Course or a Professional Development Series course)
  - ▶ Or completion of a minimum of 12 units of core course work from an accredited college or university in the field of emergency management or closely related field
  - ▶ Or CalEMA/CSTI Emergency Management Specialists Certificate

**Credentialing:**

- Once certification is requested, provide documentation per “Credentialing Checklist & Application”, for the level and position per above criteria and the “State Credentialing Processing Procedure” (state position credentialing is voluntary, but is required for interstate mutual aid and NIMS compliance).
- Biennial refresher requirement shall be met via documenting actual incident experiences, drills, exercises or other refresher training in subject matter, position and/or function listed above within the calendar year.



**SEMS Level:** Regional Emergency Operations Center (REOC), State Operations Center (SOC), State Department Operations Center (DOC)

**SEMS Position:** Agency Rep

**Certification:**

- SEMS Field Level Course – ACI Orientation, Basic Modules 1-6
  - ▶ Or ICS 100 & 200
- SEMS/NIMS EOC G 611 Course
- IS-700 NIMS “Equivalent” Overview Training
  - ▶ Or SEMS/ICS/NIMS Combined Course, POST NIMS/SEMS Basic Course, etc.
- IS 800 B National Response Framework
- Medically and physically fit to complete multiple Operational Periods
- Letter of Delegation regarding ability to speak for and commit agency resources

**Qualifications:**

- 1 year experience in a supervisory position from the agency represented

**Credentialing:**

- Once certification is requested, provide documentation per “Credentialing Checklist & Application”, for the level and position per above criteria and the “State Credentialing Processing Procedure” (state position credentialing is voluntary, but is required for interstate mutual aid and NIMS compliance).
- No refresher requirements

**SEMS Level:** Regional Emergency Operations Center (REOC), State Operations Center (SOC), State Department Operations Center (DOC)

**SEMS Position:** Operations Section Coordinator

**Certification:**

- SEMS Field Level Course – ACI Orientation, Basic Modules 1-6, Intermediate Modules 7-11, and Advance Modules 12-17
  - ▶ Or ICS 100-400
- SEMS/NIMS EOC G 611 Course, including “Operations Section Coordinator” Position Training (i.e. Specific Departmental Emergency Operations Center Training, etc.)
- IS-700 NIMS “Equivalent” Overview Training
  - ▶ Or SEMS/ICS/NIMS Combined Course, POST NIMS/SEMS Basic Course, etc.
- IS 800 B National Response Framework
- Situation & Resource Tracking System training (i.e. RIMS, ROSS, etc.)
- CalEMA “Mission Tasking” Training
- NEMA EMAC Pre/Field Course Training
- Medically and physically fit to complete multiple Operational Periods

**Qualifications:**

- 2 years senior managerial or supervisory experience with CalEMA (or other state agency rep as designated by the REOC, SOC or SDOC Director).
  - ▶ Or Certified Emergency Manager (CEM) credential
  - ▶ Or CalEMA/CSTI Emergency Management Specialists Certificate
  - ▶ Or an agency rep designated as “Operations Section Coordinator” per State/Department Emergency Plan
  - ▶ Or 1 year “coordination of multi agencies and/or governments” related experience
- 3 “complex” multi-agency incident experiences, by actually filling the “Operations Section Coordinator” (or Deputy “Operations” or any “General Staff”) position at a REOC, SOC or SDOC during a declared emergency, with an evaluation of “Satisfactory” or above by the supervising SEMS position
  - ▶ Or filling the above position at a REOC/SOC/SDOC during 6 multi agency exercises, with an evaluation of “Satisfactory” or above by the supervising SEMS position or evaluator
  - ▶ Or mentoring under a person filling the above position at a REOC/SOC/SDOC during 4 “complex” multi-agency incidents, with an evaluation of “Satisfactory” or above by the supervising REOC, SOC or SDOC Director or CalEMA Secretary
  - ▶ Or coordinating at least 10 mission requests through the State CalEMA
- CalEMA/CSTI, FEMA, etc. Emergency Management Course (e.g. 36 hour Earthquake Course or a Professional Development Series course)
  - ▶ Or completion of a minimum of 12 units of core course work from an accredited college or university in the field of emergency management or closely related field
  - ▶ Or CalEMA/CSTI Emergency Management Specialists Certificate

**Credentialing:**

- Once certification is requested, provide documentation per “Credentialing Checklist & Application”, for the level and position per above criteria and the “State Credentialing Processing Procedure” (state position credentialing is voluntary, but is required for interstate mutual aid and NIMS compliance).
- Biennial refresher requirement shall be met via documenting actual incident experiences, drills, exercises or other refresher training in subject matter, position and/or function listed above within the calendar year.

**SEMS Level:** Regional Emergency Operations Center (REOC), State Operations Center (SOC), State Department Operations Center (DOC)

**SEMS Position:** Branch Coordinator (generic)

**Certification:**

- SEMS/NIMS EOC G 611 Course, including Advanced “Branch Coordinator” Position Training (i.e. Specific Departmental Emergency Operations Center Training, etc.)
- IS-700 NIMS “Equivalent” Overview Training
  - ▶ Or SEMS/ICS/NIMS Combined Course, POST NIMS/SEMS Basic Course, etc.
- IS 800 B National Response Framework
- Situation & Resource Tracking System training (i.e. RIMS, ROSS, etc.)
- CalEMA “Mission Tasking” Training
- Medically and physically fit to complete multiple Operational Periods

**Qualifications:**

- 1 year field and management experience related to the discipline specific function performed at the REOC, SOC or SDOC
- 1 “complex” multi-agency incident experience, by actually filling a “Branch Coordinator” position at a REOC, SOC or State Department Operations Center (SDOC) during a declared emergency, with an evaluation of “Satisfactory” or above by the supervising SEMS position
  - ▶ Or filling the above position at a REOC/SOC/SDOC during 3 multi agency exercises, with an evaluation of “Satisfactory” or above by the supervising SEMS position or evaluator
  - ▶ Or mentoring under a person filling the above position at a REOC/SOC/SDOC during 2 “complex” multi-agency incidents, with an evaluation of “Satisfactory” or above by the supervising SEMS position
- CalEMA/CSTI, FEMA, etc. Emergency Management Course (e.g. CSTI Earthquake Course)
  - ▶ Or completion of a minimum of 12 units of core course work from an accredited college or university in the field of emergency management or closely related field
  - ▶ Or CalEMA/CSTI Emergency Management Specialists Certificate
- Any existing discipline specific certifications, qualifications and standards required by the proper authority (i.e. POST, CHP, CDHS, EMSA, SFM, etc.)

**Credentialing:**

- Once certification is requested, provide documentation per “Credentialing Checklist & Application”, for the level and position per above criteria and the “State Credentialing Processing Procedure” (state position credentialing is voluntary, but is required for interstate mutual aid and NIMS compliance).
- Biennial refresher requirement shall be met via documenting actual incident experiences, drills, exercises or other refresher training in subject matter, position and/or function listed above within the calendar year.

**SEMS Level:** Regional Emergency Operations Center (REOC), State Operations Center (SOC), State Department Operations Center (DOC)

**SEMS Position:** Fire & Rescue Branch Coordinator

**Certification:**

- SEMS Field Level Course – ACI Orientation, Basic Modules 1-6, Intermediate Modules 7-11, and Advance Modules 12-17
  - ▶ Or ICS 100-400
- SEMS/NIMS EOC G 611 Course, including Advanced “Branch Coordinator” Position Training (i.e. Specific Departmental Emergency Operations Center Training, etc.)
- IS-700 NIMS “Equivalent” Overview Training
  - ▶ Or SEMS/ICS/NIMS Combined Course, POST NIMS/SEMS Basic Course, etc.
- IS 800 B National Response Framework
- Situation & Resource Tracking System training (i.e. RIMS, ROSS, etc.)
- CalEMA “Mission Tasking” Training
- Medically and physically fit to complete multiple Operational Periods

**Qualifications:**

- 1 year experience within CalEMA “Fire Rescue Branch” or other “Fire Service” related state agency (as delegated by the REOC, SOC or SDOC Director).
  - ▶ Or an agency rep designated as “Fire Branch” per State/Department Emergency Plan
  - ▶ Or 1 year employment in a paid fire department with field and management experience
- 1 “complex” multi-agency incident experience, by actually filling a “Fire & Rescue Branch Coordinator” position at a REOC or SOC or State Department Operations Center (SDOC) during a declared emergency, with an evaluation of “Satisfactory” or above by the supervising SEMS position
  - ▶ Or filling the above position at a REOC/SOC/SDOC during 3 multi agency exercises, with an evaluation of “Satisfactory” or above by the supervising SEMS position or evaluator
  - ▶ Or mentoring under a person filling the above position at a REOC/SOC/SDOC during 2 “complex” multi-agency incidents, with an evaluation of “Satisfactory” or above by the supervising SEMS position
- CalEMA/CSTI, FEMA, etc. Emergency Management Course (e.g. CSTI Earthquake Course)
  - ▶ Or completion of a minimum of 12 units of core course work from an accredited college or university in the field of emergency management or closely related field
  - ▶ Or CalEMA/CSTI Emergency Management Specialists Certificate
- Any existing “State Fire Marshal” certifications, qualifications or standards

**Credentialing:**

- Once certification is requested, provide documentation per “Credentialing Checklist & Application”, for the level and position per above criteria and the “State Credentialing Processing Procedure” (state position credentialing is voluntary, but is required for interstate mutual aid and NIMS compliance).
- Biennial refresher requirement shall be met via documenting actual incident experiences, drills, exercises or other refresher training in subject matter, position and/or function listed above within the calendar year.

**SEMS Level:** Regional Emergency Operations Center (REOC), State Operations Center (SOC), State Department Operations Center (DOC)

**SEMS Position:** Haz Mat Branch Coordinator

**Certification:**

- SEMS Field Level Course – ACI Orientation, Basic Modules 1-6, Intermediate Modules 7-11, and Advance Modules 12-17
  - ▶ Or ICS 100-400
- SEMS/NIMS EOC G 611 Course, including Advanced “Branch Coordinator” Position Training (i.e. Specific Departmental Emergency Operations Center Training, etc.)
- IS-700 NIMS “Equivalent” Overview Training
  - ▶ Or SEMS/ICS/NIMS Combined Course, POST NIMS/SEMS Basic Course, etc.
- IS 800 B National Response Framework
- Situation & Resource Tracking System training (i.e. RIMS, ROSS, etc.)
- CalEMA “Mission Tasking” Training
- Medically and physically fit to complete multiple Operational Periods

**Qualifications:**

- 1 year experience within CalEMA “Haz Mat Section” or “CSTI Haz Mat Section” or other “Haz Mat” related state agency (as delegated by the REOC, SOC or SDOC Director).
  - ▶ Or an agency rep designated as “Haz Mat Branch” per State/Department Emergency Plan
  - ▶ Or 1 year experience related to hazardous materials planning, or training, or response, or cleaning up, with emergency field and management experience
- 1 “complex” multi-agency incident experience, by actually filling a “Haz Mat Branch Coordinator” position at a REOC or SOC or State Department Operations Center (SDOC) during a declared emergency, with an evaluation of “Satisfactory” or above by the supervising SEMS position
  - ▶ Or filling the above position at a REOC/SOC/SDOC during 3 multi agency exercises, with an evaluation of “Satisfactory” or above by the supervising SEMS position or evaluator
  - ▶ Or mentoring under a person filling the above position at a REOC/SOC/SDOC during 2 “complex” multi-agency incidents, with an evaluation of “Satisfactory” or above by the supervising SEMS position
- CalEMA/CSTI, FEMA, etc. Emergency Management Course (e.g. CSTI Earthquake Course)
  - ▶ Or completion of a minimum of 12 units of core course work from an accredited college or university in the field of emergency management or closely related field
  - ▶ Or CalEMA/CSTI Emergency Management Specialists Certificate
- Any existing “CAL OSHA” certifications, qualifications or standards

**Credentialing:**

- Once certification is requested, provide documentation per “Credentialing Checklist & Application”, for the level and position per above criteria and the “State Credentialing Processing Procedure” (state position credentialing is voluntary, but is required for interstate mutual aid and NIMS compliance).
- Biennial refresher requirement shall be met via documenting actual incident experiences, drills, exercises or other refresher training in subject matter, position and/or function listed above within the calendar year.

**SEMS Level:** Regional Emergency Operations Center (REOC), State Operations Center (SOC), State Department Operations Center (DOC)

**SEMS Position:** Law Enforcement Branch Coordinator

**Certification:**

- SEMS Field Level Course – ACI Orientation, Basic Modules 1-6, Intermediate Modules 7-11, and Advance Modules 12-17
  - ▶ Or ICS 100-400
- SEMS/NIMS EOC G 611 Course, including Advanced “Branch Coordinator” Position Training (i.e. Specific Departmental Emergency Operations Center Training, etc.)
- IS-700 NIMS “Equivalent” Overview Training
  - ▶ Or SEMS/ICS/NIMS Combined Course, POST NIMS/SEMS Basic Course, etc.
- IS 800 B National Response Framework
- Situation & Resource Tracking System training (i.e. RIMS, ROSS, etc.)
- CalEMA “Mission Tasking” Training
- Medically and physically fit to complete multiple Operational Periods

**Qualifications:**

- 1 year experience within CalEMA “Law Branch” or other “Law Enforcement” related state agency (as delegated by the REOC, SOC or SDOC Director).
  - ▶ Or an agency rep designated as “Law Branch” per State/Department Emergency Plan
  - ▶ Or 1 year employment with a law enforcement agency as a sworn Peace Officer, with field and management experience
- 1 “complex” multi-agency incident experience, by actually filling a “Law Enforcement Branch Coordinator” position at a REOC, SOC or State Department Operations Center (SDOC) during a declared emergency, with an evaluation of “Satisfactory” or above by the supervising SEMS position
  - ▶ Or filling the above position at a REOC/SOC/SDOC during 3 multi agency exercises, with an evaluation of “Satisfactory” or above by the supervising SEMS position or evaluator
  - ▶ Or mentoring under a person filling the above position at a REOC/SOC/SDOC during 2 “complex” multi-agency incidents, with an evaluation of “Satisfactory” or above by the supervising SEMS position
- CalEMA/CSTI, FEMA, etc. Emergency Management Course (e.g. CSTI Earthquake Course)
  - ▶ Or completion of a minimum of 12 units of core course work from an accredited college or university in the field of emergency management or closely related field
  - ▶ Or CalEMA/CSTI Emergency Management &/or Terrorism Specialists Certificate
- Any existing “POST” or CHP certifications, qualifications or standards

**Credentialing:**

- Once certification is requested, provide documentation per “Credentialing Checklist & Application”, for the level and position per above criteria and the “State Credentialing Processing Procedure” (state position credentialing is voluntary, but is required for interstate mutual aid and NIMS compliance).
- Biennial refresher requirement shall be met via documenting actual incident experiences, drills, exercises or other refresher training in subject matter, position and/or function listed above within the calendar year.

**SEMS Level:** Regional Emergency Operations Center (REOC), State Operations Center (SOC), State Department Operations Center (DOC)

**SEMS Position:** Medical & Health Branch Coordinator

**Certification:**

- SEMS Field Level Course – ACI Orientation, Basic Modules 1-6, Intermediate Modules 7-11, and Advance Modules 12-17
  - ▶ Or ICS 100-400
- SEMS/NIMS EOC G 611 Course, including Advanced “Branch Coordinator” Position Training
  - ▶ *SEMS advanced position specific hands on training as “Medical & Health Branch Coordinator”*
- EMSA Medical Manager Course or CDPH JEOC Director of Operations Course
- IS-700 NIMS “Equivalent” Overview Training
  - ▶ Or SEMS/ICS/NIMS Combined Course, POST NIMS/SEMS Basic Course, etc.
- IS 800 B National Response Framework
- Situation & Resource Tracking System training (i.e. RIMS, ROSS, etc.)
- CalEMA “Mission Tasking” Training
- Medically and physically fit to complete multiple Operational Periods

**Qualifications:**

- 2 years managerial or supervisory in an experience “Medical and/or Health” related state agency (as delegated by the REOC, SOC or SDOC Director).
  - ▶ Or an agency rep designated as “Medical/Health Branch” per State Emergency Plan
  - ▶ Or Certified Emergency Manager (CEM) credential
  - ▶ Or CalEMA/CSTI Emergency Management Specialists Certificate
  - ▶ **Or 1 year experience as a “Medical Health Operational Area Coordinator/MHOAC**
- 1 “complex” multi-agency incident experience, by actually filling a “Medical and Health Branch Coordinator” position at a REOC or SOC or State Department Operations Center (SDOC) during a declared emergency, with an evaluation of “Satisfactory” or above by the supervising SEMS position
  - ▶ Or filling the above position at a REOC/SOC/SDOC during 3 multi agency exercises, with an evaluation of “Satisfactory” or above by the supervising SEMS position or evaluator
  - ▶ Or mentoring under a person filling the above position at a REOC/SOC/SDOC during 2 “complex” multi-agency incidents, with an evaluation of “Satisfactory” or above by the supervising SEMS position
- Familiarity with Ambulance Strike Team (AST) and Medical Task Force (MTF) concepts
- CalEMA/CSTI, FEMA, etc. Emergency Management Course (e.g. CSTI Disaster Management Operations Course)
  - ▶ Or completion of a minimum of 12 units of core course work from an accredited college or university in the field of emergency management or closely related field
  - ▶ Or CalEMA/CSTI Emergency Management Specialists Certificate
- Any existing California “EMSA” or “CDHS” certifications, qualifications or standards

**SEMS Level:** Regional Emergency Operations Center (REOC), State Operations Center (SOC), State Department Operations Center (DOC)

**Credentialing:**

- Once certification is requested, provide documentation per “Credentialing Checklist & Application”, for the level and position per above criteria and the “State Credentialing Processing Procedure” (state position credentialing is voluntary, but is required for interstate mutual aid and NIMS compliance).
- Biennial refresher requirement shall be met via documenting actual incident experiences, drills, exercises or other refresher training in subject matter, position and/or function listed above within the calendar year.

**SEMS Level:** Regional Emergency Operations Center (REOC), State Operations Center (SOC), State Department Operations Center (DOC)

**SEMS Position:** Medical Unit Leader

**Certification:**

- SEMS/NIMS EOC G 611 Course, including “Unit” Position Training
  - ▶ (i.e. Specific Departmental Emergency Operations Center Training, etc.)
- IS-700 NIMS “Equivalent” Overview Training
  - ▶ Or SEMS/ICS/NIMS Combined Course, POST NIMS/SEMS Basic Course, etc.
- EMSA Medical Manager Course
- IS 800 B National Response Framework
- Medically and physically fit to complete multiple Operational Periods

**Qualifications:**

- 1 year managerial or supervisory in an experience “Medical and/or Health” related state agency (as delegated by the REOC, SOC or SDOC Director).
  - ▶ Or an agency rep designated as “Medical Unit” per State Emergency Plan
  - ▶ Or 1 year experience as a medical planner or healthcare professional with field and management experience
  - ▶ Or Certified Emergency Manager (CEM) credential
  - ▶ Or CalEMA/CSTI Emergency Management Specialists Certificate
- 1 “complex” multi-agency incident experience, by actually filling a “Medical Unit Coordinator” position at a REOC or SOC or State Department Operations Center (SDOC) during a declared emergency, with an evaluation of “Satisfactory” or above by the supervising SEMS position
  - ▶ Or filling the above position at a REOC/SOC/SDOC during 3 multi agency exercises, with an evaluation of “Satisfactory” or above by the supervising SEMS position or evaluator
  - ▶ Or mentoring under a person filling the above position at a REOC/SOC/SDOC during 2 “complex” multi-agency incidents, with an evaluation of “Satisfactory” or above by the supervising SEMS position
- Familiarity with Ambulance Strike Team (AST) and Medical Task Force (MTF) concepts
- CalEMA/CSTI, FEMA, etc. Emergency Management Course (e.g. CSTI Disaster Management Operations Course)
  - ▶ Or completion of a minimum of 12 units of core course work from an accredited college or university in the field of emergency management or closely related field
  - ▶ Or CalEMA/CSTI Emergency Management Specialists Certificate
- Any existing California “EMSA” or “CDHS” certifications, qualifications or standards

**Credentialing:**

- Once certification is requested, provide documentation per “Credentialing Checklist & Application”, for the level and position per above criteria and the “State Credentialing Processing Procedure” (state position credentialing is voluntary, but is required for interstate mutual aid and NIMS compliance).
- Biennial refresher requirement shall be met via documenting actual incident experiences, drills, exercises or other refresher training in subject matter, position and/or function listed above within the calendar year.



**SEMS Level:** Regional Emergency Operations Center (REOC), State Operations Center (SOC), State Department Operations Center (DOC)

**SEMS Position:** Health Unit Leader

**Certification:**

- SEMS/NIMS EOC G 611 Course, including “Unit” Position Training
  - ▶ (i.e. Specific Departmental Emergency Operations Center Training, etc.)
- IS-700 NIMS “Equivalent” Overview Training
  - ▶ Or SEMS/ICS/NIMS Combined Course, POST NIMS/SEMS Basic Course, etc.
- CDPH JEOC Director Operations Course
- IS 800 B National Response Framework
- Medically and physically fit to complete multiple Operational Periods

**Qualifications:**

- 1 year managerial or supervisory in an experience “Medical and/or Health” related state agency (as delegated by the REOC, SOC or SDOC Director).
  - ▶ Or an agency rep designated as “Health Unit” per State Emergency Plan
  - ▶ Or 1 year experience as a health planner or healthcare professional with field and management experience
  - ▶ Or Certified Emergency Manager (CEM) credential
  - ▶ Or CalEMA/CSTI Emergency Management Specialists Certificate
- 1 “complex” multi-agency incident experience, by actually filling a “Health Unit Coordinator” position at a REOC or SOC or State Department Operations Center (SDOC) during a declared emergency, with an evaluation of “Satisfactory” or above by the supervising SEMS position
  - ▶ Or filling the above position at a REOC/SOC/SDOC during 3 multi agency exercises, with an evaluation of “Satisfactory” or above by the supervising SEMS position or evaluator
  - ▶ Or mentoring under a person filling the above position at a REOC/SOC/SDOC during 2 “complex” multi-agency incidents, with an evaluation of “Satisfactory” or above by the supervising SEMS position
- CalEMA/CSTI, FEMA, etc. Emergency Management Course (e.g. CSTI Disaster Management Operations Course)
  - ▶ Or completion of a minimum of 12 units of core course work from an accredited college or university in the field of emergency management or closely related field
  - ▶ Or CalEMA/CSTI Emergency Management Specialists Certificate
- Any existing California “EMSA” or “CDHS” certifications, qualifications or standards

**Credentialing:**

- Once certification is requested, provide documentation per “Credentialing Checklist & Application”, for the level and position per above criteria and the “State Credentialing Processing Procedure” (state position credentialing is voluntary, but is required for interstate mutual aid and NIMS compliance).
- Biennial refresher requirement shall be met via documenting actual incident experiences, drills, exercises or other refresher training in subject matter, position and/or function listed above within the calendar year.

**SEMS Level:** Regional Emergency Operations Center (REOC), State Operations Center (SOC), State Department Operations Center (DOC)

**SEMS Position:** Care and Shelter Branch Coordinator

**Certification:**

- SEMS/NIMS EOC G 611 Course, including Advanced “Branch Coordinator” Position Training
  - (i.e. Specific Departmental Emergency Operations Center Training, etc.)
- IS-700 NIMS “Equivalent” Overview Training
  - ▶ Or SEMS/ICS/NIMS Combined Course, POST NIMS/SEMS Basic Course, etc.
- IS 800 B National Response Framework
- Situation & Resource Tracking System training (i.e. RIMS, ROSS, etc.)
- CalEMA “Mission Tasking” Training
- Medically and physically fit to complete multiple Operational Periods
- CDSS Volunteer Emergency Services Team training

**Qualifications:**

- 1 year experience within CalEMA or other “Care & Shelter” related state agency or non-profit organization (as delegated by the REOC, SOC or SDOC Director).
  - ▶ Or an agency rep designated as “Care & Shelter Branch” per State/Department Emergency Plan
  - ▶ Or 1 year field and management experience in caring for and sheltering displaced persons
- 1 “complex” multi-agency incident experience, by actually filling a “Care and Shelter Branch Coordinator” position at a REOC, SOC, SDOC or “Shelter” Center (SC) during a declared emergency, with an evaluation of “Satisfactory” or above by the supervising SEMS position
  - ▶ Or filling the above position at a REOC/SOC/SDOC/SC during 3 multi agency exercises, with an evaluation of “Satisfactory” or above by the supervising SEMS position or evaluator
  - ▶ Or mentoring under a person filling the above position at a REOC/SOC/SDOC/SC during 2 “complex” multi-agency incidents, with an evaluation of “Satisfactory” or above by the supervising SEMS position
- CalEMA/CSTI, FEMA, etc. Emergency Management Course (e.g. CSTI Earthquake Course)
  - ▶ Or completion of a minimum of 12 units of core course work from an accredited college or university in the field of emergency management or closely related field
  - ▶ Or CalEMA/CSTI Emergency Management Specialists Certificate
- Any existing “Red Cross” or “Salvation Army” or any other non-profit care and shelter agency certifications, qualifications or standards

**Credentialing:**

- Once certification is requested, provide documentation per “Credentialing Checklist & Application”, for the level and position per above criteria and the “State Credentialing Processing Procedure” (state position credentialing is voluntary, but is required for interstate mutual aid and NIMS compliance).
- Biennial refresher requirement shall be met via documenting actual incident experiences, drills, exercises or other refresher training in subject matter, position and/or function listed above within the calendar year.

**SEMS Level:** Regional Emergency Operations Center (REOC), State Operations Center (SOC), State Department Operations Center (DOC)

**SEMS Position:** Public Works Branch Coordinator

**Certification:**

- SEMS/NIMS EOC G 611 Course, including Advanced “Branch Coordinator” Position Training
  - (i.e. Specific Departmental Emergency Operations Center Training, etc.)
- IS-700 NIMS “Equivalent” Overview Training
  - ▶ Or SEMS/ICS/NIMS Combined Course, POST NIMS/SEMS Basic Course, etc.
- IS 800 B National Response Framework
- Situation & Resource Tracking System training (i.e. RIMS, ROSS, etc.)
- CalEMA “Mission Tasking” Training
- Medically and physically fit to complete multiple Operational Periods

**Qualifications:**

- 1 year senior managerial or supervisory experience within the construction, engineering or maintenance disciplines empowered to act for the (CALTRANS) Department or other state agency as delegated.
  - ▶ Or an agency rep designated as “Public Works Branch” per State/Department Emergency Plan
  - ▶ Or 1 year field and management experience in a public works department?
- 1 “complex” multi-agency incident experience, by actually filling a “Public Works Branch Coordinator” position at a REOC or SOC or State Department Operations Center (SDOC) during a declared emergency, with an evaluation of “Satisfactory” or above by the supervising SEMS position
  - ▶ Or filling the above position at a REOC/SOC/SDOC during 3 multi agency exercises, with an evaluation of “Satisfactory” or above by the supervising SEMS position or evaluator
  - ▶ Or mentoring under a person filling the above position at a REOC/SOC/SDOC during 2 “complex” multi-agency incidents, with an evaluation of “Satisfactory” or above by the supervising SEMS position
- CalEMA/CSTI, FEMA, etc. Emergency Management Course (e.g. CSTI Earthquake Course)
  - ▶ Or completion of a minimum of 12 units of core course work from an accredited college or university in the field of emergency management or closely related field
  - ▶ Or CalEMA/CSTI Emergency Management Specialists Certificate
- Any existing “Professional” certifications, qualifications or standards related to the specific area of infrastructure

**Credentialing:**

- Once certification is requested, provide documentation per “Credentialing Checklist & Application”, for the level and position per above criteria and the “State Credentialing Processing Procedure” (state position credentialing is voluntary, but is required for interstate mutual aid and NIMS compliance).
- Biennial refresher requirement shall be met via documenting actual incident experiences, drills, exercises or other refresher training in subject matter, position and/or function listed above within the calendar year.

**SEMS Level:** Regional Emergency Operations Center (REOC), State Operations Center (SOC), State Department Operations Center (DOC)

**SEMS Position:** Utilities Branch Coordinator

**Certification:**

- SEMS/NIMS EOC G 611 Course, including Advanced “Branch Coordinator” Position Training
  - (i.e. Specific Departmental Emergency Operations Center Training, etc.)
- IS-700 NIMS “Equivalent” Overview Training
  - ▶ Or SEMS/ICS/NIMS Combined Course, POST NIMS/SEMS Basic Course, etc.
- IS 800 B National Response Framework
- Situation & Resource Tracking System training (i.e. RIMS, ROSS, etc.)
- CalEMA “Mission Tasking” Training
- Medically and physically fit to complete multiple Operational Periods.

**Qualifications:**

- 1 year experience within CalEMA or other specific “Utility” related agency (as delegated by the REOC, SOC or SDOC Director).
  - ▶ Or an agency rep designated as “Utility Branch” per State/Department Emergency Plan
- 1 “complex” multi-agency incident experience, by actually filling a “Utility Branch Coordinator” position at a REOC or SOC or State Department Operations Center (SDOC) during a declared emergency, with an evaluation of “Satisfactory” or above by the supervising SEMS position
  - ▶ Or filling the above position in a REOC/SOC/SDOC during 3 major multi-agency exercises, with an evaluation of “Satisfactory” or above by the supervising SEMS position or evaluator
  - ▶ Or mentoring under a person filling the above position in a REOC/SOC/SDOC during 2 “complex” multi-agency incidents, with an evaluation of “Satisfactory” or above by the supervising SEMS position
- CalEMA/CSTI, FEMA, etc. Emergency Management Course (e.g. CSTI Earthquake Course)
  - ▶ Or completion of a minimum of 12 units of core course work from an accredited college or university in the field of emergency management or closely related field
  - ▶ Or CalEMA/CSTI Emergency Management Specialists Certificate
- Any existing “Professional” certifications, qualifications or standards related to the specific utility

**Credentialing:**

- Once certification is requested, provide documentation per “Credentialing Checklist & Application”, for the level and position per above criteria and the “State Credentialing Processing Procedure” (state position credentialing is voluntary, but is required for interstate mutual aid and NIMS compliance).
- Biennial refresher requirement shall be met via documenting actual incident experiences, drills, exercises or other refresher training in subject matter, position and/or function listed above within the calendar year.

**SEMS Level:** Regional Emergency Operations Center (REOC), State Operations Center (SOC), State Department Operations Center (DOC)

**SEMS Position:** Critical Infrastructure Branch Coordinator

**Certification:**

- SEMS/NIMS EOC G 611 Course, including Advanced “Branch Coordinator” Position Training
  - (i.e. Specific Departmental Emergency Operations Center Training, etc.)
- IS-700 NIMS “Equivalent” Overview Training
  - ▶ Or SEMS/ICS/NIMS Combined Course, POST NIMS/SEMS Basic Course, etc.
- IS 800 B National Response Framework
- Situation & Resource Tracking System training (i.e. RIMS, ROSS, etc.)
- CalEMA “Mission Tasking” Training
- Medically and physically fit to complete multiple Operational Periods

**Qualifications:**

- 1 year experience within CalEMA or other “Critical Infrastructure” related state agency (as delegated by the REOC, SOC or SDOC Director).
  - ▶ Or an agency rep designated as “Critical Infrastructure Branch” per State/Department Emergency Plan
  - ▶ Or 1 year experience related to designing, building, maintaining or regulating a specific area of infrastructure (i.e. water, power, communication, etc.)
- 1 “complex” multi-agency incident experience, by actually filling a “Critical Infrastructure Branch Coordinator” position at a REOC or SOC or State Department Operations Center (SDOC) during a declared emergency, with an evaluation of “Satisfactory” or above by the supervising SEMS position
  - ▶ Or filling the above position at a REOC/SOC/SDOC during 3 multi agency exercises, with an evaluation of “Satisfactory” or above by the supervising SEMS position or evaluator
  - ▶ Or mentoring under a person filling the above position at a REOC/SOC/SDOC during 2 “complex” multi-agency incidents, with an evaluation of “Satisfactory” or above by the supervising SEMS position
- CalEMA/CSTI, FEMA, etc. Emergency Management Course (e.g. CSTI Earthquake Course)
  - ▶ Or completion of a minimum of 12 units of core course work from an accredited college or university in the field of emergency management or closely related field
  - ▶ Or CalEMA/CSTI Emergency Management Specialists Certificate
- Any existing “Professional” certifications, qualifications or standards related to the specific area of infrastructure

**Credentialing:**

- Once certification is requested, provide documentation per “Credentialing Checklist & Application”, for the level and position per above criteria and the “State Credentialing Processing Procedure” (state position credentialing is voluntary, but is required for interstate mutual aid and NIMS compliance).
- Biennial refresher requirement shall be met via documenting actual incident experiences, drills, exercises or other refresher training in subject matter, position and/or function listed above within the calendar year.

**SEMS Level:** Regional Emergency Operations Center (REOC), State Operations Center (SOC), State Department Operations Center (DOC)

**SEMS Position:** Agriculture Branch Coordinator

**Certification:**

- SEMS/NIMS EOC G 611 Course, including Advanced “Branch Coordinator” Position Training
  - (i.e. Specific Departmental Emergency Operations Center Training, etc.)
- IS-700 NIMS “Equivalent” Overview Training
  - ▶ Or SEMS/ICS/NIMS Combined Course, POST NIMS/SEMS Basic Course, etc.
- IS 800 B National Response Framework
- Situation & Resource Tracking System training (i.e. RIMS, ROSS, etc.)
- CalEMA “Mission Tasking” Training
- Medically and physically fit to complete multiple Operational Periods

**Qualifications:**

- 1 year experience within CalEMA or other “Agriculture” related state agency (as delegated by the REOC, SOC or SDOC Director).
  - ▶ Or an agency rep designated as “Agriculture Branch” per State/Department Emergency Plan
  - ▶ Or 1 year field and management experience in a agriculture related agency
- 1 “complex” multi-agency incident experience, by actually filling a “Agriculture Branch Coordinator” position at a REOC, SOC or SDOC during a declared emergency, with an evaluation of “Satisfactory” or above by the supervising SEMS position
  - ▶ Or filling the above position at a REOC/SOC/SDOC during 3 multi agency exercises, with an evaluation of “Satisfactory” or above by the supervising SEMS position or evaluator
  - ▶ Or mentoring under a person filling the above position at a REOC/SOC/SDOC during 2 “complex” multi-agency incidents, with an evaluation of “Satisfactory” or above by the supervising SEMS position
- CalEMA/CSTI, FEMA, etc. Emergency Management Course (e.g. CSTI Earthquake Course)
  - ▶ Or completion of a minimum of 12 units of core course work from an accredited college or university in the field of emergency management or closely related field
  - ▶ Or CalEMA/CSTI Emergency Management Specialists Certificate
- Any existing “Agriculture” related certifications, qualifications or standards

**Credentialing:**

- Once certification is requested, provide documentation per “Credentialing Checklist & Application”, for the level and position per above criteria and the “State Credentialing Processing Procedure” (state position credentialing is voluntary, but is required for interstate mutual aid and NIMS compliance).
- Biennial refresher requirement shall be met via documenting actual incident experiences, drills, exercises or other refresher training in subject matter, position and/or function listed above within the calendar year.

**SEMS Level:** Regional Emergency Operations Center (REOC), State Operations Center (SOC), State Department Operations Center (DOC)

**SEMS Position:** Agriculture Analysis Unit Leader

**Certification:**

- SEMS/NIMS EOC G 611 Course, including “Unit Leader” Position Training
  - (i.e. Specific Departmental Emergency Operations Center Training, etc.)
- IS-700 NIMS “Equivalent” Overview Training
  - ▶ Or SEMS/ICS/NIMS Combined Course, POST NIMS/SEMS Basic Course, etc.
- IS 800 B National Response Framework
- Medically and physically fit to complete multiple Operational Periods

**Qualifications:**

- 1 year supervisory or lead experience with CalEMA (or other state agency rep as designated by the REOC, SOC or SDOC Director).
  - ▶ Or Certified Emergency Manager (CEM) credential
  - ▶ Or CalEMA/CSTI Emergency Management Specialists Certificate
- 1 “complex” multi-agency incident experience, by actually filling the “Agriculture Analysis Unit Leader” (or any “Unit Leader” within the Agriculture Branch) position at a REOC, SOC or SDOC during a declared emergency, with an evaluation of “Satisfactory” or above by the supervising SEMS position
  - ▶ Or filling the above position at a REOC/SOC/SDOC during 3 multi agency exercises, with an evaluation of “Satisfactory” or above by the supervising SEMS position or evaluator
  - ▶ Or mentoring under a person filling the above position at a REOC/SOC/SDOC during 2 “complex” multi-agency incidents, with an evaluation of “Satisfactory” or above by the supervising SEMS position
- Any existing “Agriculture” relayed certifications, qualifications or standards

**Credentialing:**

- Once certification is requested, provide documentation per “Credentialing Checklist & Application”, for the level and position per above criteria and the “State Credentialing Processing Procedure” (state position credentialing is voluntary, but is required for interstate mutual aid and NIMS compliance).
- Biennial refresher requirement shall be met via documenting actual incident experiences, drills, exercises or other refresher training in subject matter, position and/or function listed above within the calendar year.

**SEMS Level:** Regional Emergency Operations Center (REOC), State Operations Center (SOC), State Department Operations Center (DOC)

**SEMS Position:** Animal Control Unit Leader

**Certification:**

- SEMS/NIMS EOC G 611 Course, including “Unit Leader” Position Training
  - (i.e. Specific Departmental Emergency Operations Center Training, etc.)
- IS-700 NIMS “Equivalent” Overview Training
  - ▶ Or SEMS/ICS/NIMS Combined Course, POST NIMS/SEMS Basic Course, etc.
- IS 800 B National Response Framework
- Medically and physically fit to complete multiple Operational Periods

**Qualifications:**

- 1 year supervisory or lead experience with CalEMA (or other state agency rep as designated by the REOC, SOC or SDOC Director).
  - ▶ Or person with animal services unit experience
  - ▶ Or Certified Emergency Manager (CEM) credential
  - ▶ Or CalEMA/CSTI Emergency Management Specialists Certificate
- 1 “complex” multi-agency incident experience, by actually filling the “Animal Control Unit Leader” (or any “Unit Leader” within the Agriculture Branch) position at a REOC, SOC or SDOC during a declared emergency, with an evaluation of “Satisfactory” or above by the supervising SEMS position
  - ▶ Or filling the above position at a REOC/SOC/SDOC during 3 multi agency exercises, with an evaluation of “Satisfactory” or above by the supervising SEMS position or evaluator
  - ▶ Or mentoring under a person filling the above position at a REOC/SOC/SDOC during 2 “complex” multi-agency incidents, with an evaluation of “Satisfactory” or above by the supervising SEMS position
- Any existing “Agriculture” relayed certifications, qualifications or standards

**Credentialing:**

- Once certification is requested, provide documentation per “Credentialing Checklist & Application”, for the level and position per above criteria and the “State Credentialing Processing Procedure” (state position credentialing is voluntary, but is required for interstate mutual aid and NIMS compliance).
- Biennial refresher requirement shall be met via documenting actual incident experiences, drills, exercises or other refresher training in subject matter, position and/or function listed above within the calendar year.



**SEMS Level:** Regional Emergency Operations Center (REOC), State Operations Center (SOC), State Department Operations Center (DOC)

**SEMS Position:** Planning/Intelligence Section Coordinator

#### **Certification**

- SEMS Field Level Course – ACI Orientation, Basic Modules 1-6, Intermediate Modules 7-11, and Advance Modules 12-17
  - ▶ Or ICS 100-400
- SEMS/NIMS EOC G 611 Course, including “Planning/Intelligence Section Coordinator” Position Training
  - (i.e. Specific Departmental Emergency Operations Center Training, etc.)
- IS-700 NIMS “Equivalent” Overview Training
  - ▶ Or SEMS/ICS/NIMS Combined Course, POST NIMS/SEMS Basic Course, etc.
- IS 800 B National Response Framework
- Situation & Resource Tracking System training (i.e. RIMS, ROSS, etc.)
- NEMA EMAC Pre/Field Course Training
- Medically and physically fit to complete multiple Operational Periods

#### **Qualifications:**

- 2 years senior managerial or supervisory experience with CalEMA (or other state agency rep as designated by the REOC, SOC or SDOC Director).
  - ▶ Or Certified Emergency Manager (CEM) credential
  - ▶ Or CalEMA/CSTI Emergency Management &/or Terrorism Specialists Certificate
  - ▶ Or an agency rep designated as “Planning/Intelligence Section Coordinator” per State/Department Emergency Plan
  - ▶ Or 1 year “emergency planning” related experience or primary responsibility
- 3 “complex” multi-agency incident experiences, by actually filling the “Planning/ Intelligence Section Coordinator” (or Deputy “Planning/Intelligence Section Coordinator” or any “General Staff”) position at a REOC, SOC or SDOC during a declared emergency, with an evaluation of “Satisfactory” or above by the supervising SEMS position
  - ▶ Or filling the above position at a REOC/SOC/SDOC during 6 multi agency exercises, with an evaluation of “Satisfactory” or above by the supervising SEMS position or evaluator
  - ▶ Or mentoring under a person filling the above position at a REOC/SOC/SDOC during 4 “complex” multi-agency incidents, with an evaluation of “Satisfactory” or above by the supervising REOC, SOC or SDOC Director or CalEMA Secretary
- CalEMA/CSTI, FEMA, etc. Emergency Management Course (e.g. 36 hour Disaster Planning Course or a Professional Development Series course)
  - ▶ Or completion of a minimum of 12 units of core course work from an accredited college or university in the field of emergency management or closely related field
  - ▶ Or CalEMA/CSTI Emergency Management &/or Terrorism Specialists Certificate

#### **Credentialing:**

- Once certification is requested, provide documentation per “Credentialing Checklist & Application”, for the level and position per above criteria and the “State Credentialing Processing Procedure” (state position credentialing is voluntary, but is required for interstate mutual aid and NIMS compliance).
- Biennial refresher requirement shall be met via documenting actual incident experiences, drills, exercises or other refresher training in subject matter, position and/or function listed above within the calendar year.

**SEMS Level:** Regional Emergency Operations Center (REOC), State Operations Center (SOC), State Department Operations Center (DOC)

**SEMS Position:** Advanced Planning Unit Leader

**Certification:**

- SEMS Field Level Course – ACI Orientation, Basic Modules 1-6, Intermediate Modules 7-11, and Advance Modules 12-17
  - ▶ Or ICS 100-400
- SEMS/NIMS EOC G 611 Course, including “Advanced Planning Unit Leader” Position Training
  - (i.e. Specific Departmental Emergency Operations Center Training, etc.)
- IS-700 NIMS “Equivalent” Overview Training
  - ▶ Or SEMS/ICS/NIMS Combined Course, POST NIMS/SEMS Basic Course, etc.
- IS 800 B National Response Framework
- 
- Medically and physically fit to complete multiple Operational Periods

**Qualifications:**

- 1 year supervisory or lead experience with CalEMA (or other state agency rep as designated by the REOC, SOC or SDOC Director).
  - ▶ Or Certified Emergency Manager (CEM) credential
  - ▶ Or CalEMA/CSTI Emergency Management &/or Specialists Certificate
  - ▶ Or an agency rep designated as “Advanced Planning Unit Leader” per State/Department Emergency Plan
  - ▶ Or 1 year state or local “Advanced Planning” or “Incident Action Planning for Multiple Operational Periods” or “Mitigation & Recovery Planning” related experience
- 1 “complex” multi-agency incident experience, by actually filling the “Advanced Planning Unit Leader” (or any “Unit Leader” within the Planning/Intelligence Section) position at a REOC, SOC or SDOC during a declared emergency, with an evaluation of “Satisfactory” or above by the supervising SEMS position
  - ▶ Or filling the above position at a REOC/SOC/SDOC during 3 multi agency exercises, with an evaluation of “Satisfactory” or above by the supervising SEMS position or evaluator
  - ▶ Or mentoring under a person filling the above position at a REOC/SOC/SDOC during 2 “complex” multi-agency incidents, with an evaluation of “Satisfactory” or above by the supervising SEMS position

**Credentialing:**

- Once certification is requested, provide documentation per “Credentialing Checklist & Application”, for the level and position per above criteria and the “State Credentialing Processing Procedure” (state position credentialing is voluntary, but is required for interstate mutual aid and NIMS compliance).
- Biennial refresher requirement shall be met via documenting actual incident experiences, drills, exercises or other refresher training in subject matter, position and/or function listed above within the calendar year.

**SEMS Level:** Regional Emergency Operations Center (REOC), State Operations Center (SOC), State Department Operations Center (DOC)

**SEMS Position:** Situation Unit Leader

**Certification:**

- SEMS Field Level Course – ACI Orientation, Basic Modules 1-6, Intermediate Modules 7-11, and Advance Modules 12-17
  - ▶ Or ICS 100-400
- SEMS/NIMS EOC G 611 Course, including “Unit Leader” Position Training
  - (i.e. Specific Departmental Emergency Operations Center Training, etc.)
- IS-700 NIMS “Equivalent” Overview Training
  - ▶ Or SEMS/ICS/NIMS Combined Course, POST NIMS/SEMS Basic Course, etc.
- IS 800 B National Response Framework
- Medically and physically fit to complete multiple Operational Periods

**Qualifications:**

- 1 year supervisory or lead experience with CalEMA (or other state agency rep as designated by the REOC, SOC or SDOC Director).
  - ▶ Or Certified Emergency Manager (CEM) credential
  - ▶ Or CalEMA/CSTI Emergency Management &/or Terrorism Specialists Certificate
  - ▶ Or an agency rep designated as “Situation Unit Leader” per State/Department Emergency Plan
  - ▶ Or 1 year state or local “Planning” related experience
- 1 “complex” multi-agency incident experience, by actually filling the “Situation Unit Leader” (or any “Unit Leader” within the Planning/Intelligence Section) position at a REOC, SOC or SDOC during a declared emergency, with an evaluation of “Satisfactory” or above by the supervising SEMS position
  - ▶ Or filling the above position at a REOC/SOC/SDOC during 3 multi agency exercises, with an evaluation of “Satisfactory” or above by the supervising SEMS position or evaluator
  - ▶ Or mentoring under a person filling the above position at a REOC/SOC/SDOC during 2 “complex” multi-agency incidents, with an evaluation of “Satisfactory” or above by the supervising SEMS position

**Credentialing:**

- Once certification is requested, provide documentation per “Credentialing Checklist & Application”, for the level and position per above criteria and the “State Credentialing Processing Procedure” (state position credentialing is voluntary, but is required for interstate mutual aid and NIMS compliance).
- Biennial refresher requirement shall be met via documenting actual incident experiences, drills, exercises or other refresher training in subject matter, position and/or function listed above within the calendar year.

**SEMS Level:** Regional Emergency Operations Center (REOC), State Operations Center (SOC), State Department Operations Center (DOC)

**SEMS Position:** Logistics Section Coordinator

**Certification:**

- SEMS Field Level Course – ACI Orientation, Basic Modules 1-6, Intermediate Modules 7-11, and Advance Modules 12-17
  - ▶ Or ICS 100-400
- SEMS/NIMS EOC G 611 Course, including “Logistics Section Coordinator” Position Training
  - (i.e. Specific Departmental Emergency Operations Center Training, etc.)
- IS-700 NIMS “Equivalent” Overview Training
  - ▶ Or SEMS/ICS/NIMS Combined Course, POST NIMS/SEMS Basic Course, etc.
- IS 800 B National Response Framework
- Situation & Resource Tracking System training (i.e. RIMS, ROSS, etc.)
- NEMA EMAC Pre/Field Course Training
- CalEMA “Mission Tasking” Training
- Medically and physically fit to complete multiple Operational Periods

**Qualifications:**

- 2 years senior managerial or supervisory experience with CalEMA (or other state agency rep as designated by the REOC, SOC or SDOC Director).
  - ▶ Or Certified Emergency Manager (CEM) credential
  - ▶ Or CalEMA/CSTI Emergency Management Specialists Certificate
  - ▶ Or an agency rep designated as “Logistics Section Coordinator” per State/Department Emergency Plan
  - ▶ Or 1 year “procurement” related experience or primary responsibility
- 3 “complex” multi-agency incident experiences, by actually filling the “Logistics Section Coordinator” (or Deputy “Logistics Section Coordinator” or any “General Staff”) position at a REOC, SOC or SDOC during a declared emergency, with an evaluation of “Satisfactory” or above by the supervising SEMS position
  - ▶ Or filling the above position at a REOC/SOC/SDOC during 6 multi agency exercises, with an evaluation of “Satisfactory” or above by the supervising SEMS position or evaluator
  - ▶ Or mentoring under a person filling the above position at a REOC/SOC/SDOC during 4 “complex” multi-agency incidents, with an evaluation of “Satisfactory” or above by the supervising REOC, SOC or SDOC Director or CalEMA Secretary
  - ▶ Or coordinating at least 10 mission requests through the State CalEMA
- CalEMA/CSTI, FEMA, etc. Emergency Management Course (e.g. 36 hour Earthquake Course or a Professional Development Series course)
  - ▶ Or completion of a minimum of 12 units of core course work from an accredited college or university in the field of emergency management or closely related field
  - ▶ Or CalEMA/CSTI Emergency Management Specialists Certificate

**Credentialing:**

- Once certification is requested, provide documentation per “Credentialing Checklist & Application”, for the level and position per above criteria and the “State Credentialing Processing Procedure” (state position credentialing is voluntary, but is required for interstate mutual aid and NIMS compliance).
- Biennial refresher requirement shall be met via documenting actual incident experiences, drills, exercises or other refresher training in subject matter, position and/or function listed above within the calendar year.

**SEMS Level:** Regional Emergency Operations Center (REOC), State Operations Center (SOC), State Department Operations Center (DOC)

**SEMS Position:** Finance/Admin Section Coordinator

**Certification:**

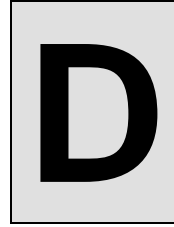
- SEMS/NIMS EOC G 611 Course, including “Finance/Admin Section Coordinator” Position Training
  - (i.e. Specific Departmental Emergency Operations Center Training, etc.)
- IS-700 NIMS “Equivalent” Overview Training
  - ▶ Or SEMS/ICS/NIMS Combined Course, POST NIMS/SEMS Basic Course, etc.
- IS 800 B National Response Framework
- Situation & Resource Tracking System training (i.e. RIMS, ROSS, etc.)
- NEMA EMAC Pre/Field Course Training
- Medically and physically fit to complete multiple Operational Periods

**Qualifications:**

- 2 years senior managerial or supervisory experience with CalEMA (or other state agency rep as designated by the REOC, SOC or SDOC Director).
  - ▶ Or Certified Emergency Manager (CEM) credential
  - ▶ Or CalEMA/CSTI Emergency Management Specialists Certificate
  - ▶ Or an agency rep designated as “Finance/Admin Section Coordinator” per State/Department Emergency Plan
  - ▶ Or 1 year “finance” or “admin” related experience or primary responsibility
- 3 “complex” multi-agency incident experiences, by actually filling the “Finance/Admin Section Coordinator” (or Deputy “Finance/Admin Section Coordinator” or any “General Staff”) position at a REOC, SOC or SDOC during a declared emergency, with an evaluation of “Satisfactory” or above by the supervising SEMS position
  - ▶ Or filling the above position at a REOC/SOC/SDOC during 6 multi agency exercises, with an evaluation of “Satisfactory” or above by the supervising SEMS position or evaluator
  - ▶ Or mentoring under a person filling the above position at a REOC/SOC/SDOC during 4 “complex” multi-agency incidents, with an evaluation of “Satisfactory” or above by the supervising REOC, SOC or SDOC Director or CalEMA Secretary
  - ▶ Or coordinating at least 10 mission requests through the State CalEMA
- CalEMA/CSTI, FEMA, etc. Emergency Management Course (e.g. 36 hour Sustained Operations Course or a Professional Development Series course)
  - ▶ Or completion of a minimum of 12 units of core course work from an accredited college or university in the field of emergency management or closely related field
  - ▶ Or CalEMA/CSTI Emergency Management Specialists Certificate

**Credentialing:**

- Once certification is requested, provide documentation per “Credentialing Checklist & Application”, for the level and position per above criteria and the “State Credentialing Processing Procedure” (state position credentialing is voluntary, but is required for interstate mutual aid and NIMS compliance).
- Biennial refresher requirement shall be met via documenting actual incident experiences, drills, exercises or other refresher training in subject matter, position and/or function listed above within the calendar year.



# **SEMS Credentialed Checklists**

## **SEMS Emergency Operations Center (REOC, SOC, State DOC) Positions Checklists**

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## Credentialing Checklist and Application

**Position Name: EOC Director**

**SEMS Level: REOC/SOC/DOC**

<b>Name of employee:</b>	<b>Date:</b>
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Certification	Date Completed
SEMS Field Level: ACI Modules 1-17 or ICS 100-400	
IS-700 NIMS Overview or Equivalent	
IS-800 B National Response Framework	
Medically and physically fit to complete Operational Periods	
SEMS/NIMS EOC G 611 Course, including EOC Director Position Training	
NEMA EMAC Pre/Field Course Training	

Qualifications	Date Completed
<p>2 years senior managerial or supervisory experience with the State Office of Emergency Services (or other state agency rep as designated by the State CalEMA Director).</p> <p>Or Certified Emergency Manager (CEM) credential.</p> <p>Or CalEMA/CSTI Emergency Management Specialists Certificate</p> <p>Or an agency rep designated as EOC Director per State/Department Emergency Plan.</p> <p>Or 2 years experience with local government emergency management experience either working for government or providing direct service to local government emergency management.</p>	
<p>3 complex multi-agency incident experiences, by actually filling the EOC Director (or Deputy Director or any General Staff) position at a Regional Emergency Operations Center (REOC), State Operations Center (SOC) or State Department Operations Center (SDOC) during a declared emergency, filling the EOC Director (or Deputy Director or any General Staff) position at a Regional Emergency Operations Center (REOC), State Operations Center (SOC) or State Department Operations Center (SDOC) as deemed satisfactory or above by CalEMA Secretary.</p> <p>Or filling the above position at a REOC/SOC/SDOC during 6 multi-agency exercises, with an evaluation of satisfactory or above by the supervising SEMS position or evaluator.</p> <p>Or mentoring under a person filling the above position at a REOC/SOC during 4 complex multi-agency incidents, with an evaluation of satisfactory or above by the supervising REOC, SOC or SDOC Director or CalEMA Secretary.</p> <p>Or coordinating at least 10 mission requests through the State CalEMA</p>	



CalEMA/CSTI, FEMA, etc. Emergency Management Course (e.g. 36 hour Earthquake Course or a Professional Development Series course). Or CalEMA/CSTI Emergency Management Specialists Certificate. Or completion of a minimum of 12 units of core course work from an accredited college or university in the field of emergency management or closely related field.		
<b>Credentialing</b>		<b>Choose 1 Type</b>
Existing Credentialing System (Give Name)		
*State Credentialing		
<b>Reviewer Name and Title:</b>		<b>Date:</b>

**\*If State Credentialing please fill-out the following:**

I certify the aforementioned is true and request CalEMA to credential the employee listed above. I understand the information will be maintained in a statewide database which may be used as a resource during a disaster or incident of national significance.

---

Signature of Emergency Services Director or Designee

Local Contact Information:

Contact Name	
Organization	
Address	
City, State Zip	
Phone	
Fax	
Email	
Willing to assist statewide	
Willing to assist out-of-state	

Please provide specific information or certificates (i.e. date, incident name and satisfactory verification of the complex incident, exercises) to justify compliance.

After review and approval of this application a CalEMA credentialing card will be mailed to the contact person noted above within 4 weeks.

Please mail this request to:

CalEMA Credentialing Coordinator  
3650 Schriever Avenue  
Mather, CA 95655  
Questions: contact: [credentialing.coordinator@oes.ca.gov](mailto:credentialing.coordinator@oes.ca.gov)

## Credentialing Checklist and Application

**Position Name: Safety Officer**

**SEMS Level: REOC/SOC/DOC**

<b>Name of employee:</b>		<b>Date:</b>	
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Certification	Date Completed
SEMS Field Level: ACI Modules 1-17 or ICS 100-400	
IS-700 NIMS Overview or Equivalent	
IS-800 B National Response Framework	
Medically and physically fit to complete Operational Periods	
SEMS/NIMS EOC G 611 Course, including Safety Officer Position Training	
Situation & Resource Tracking System training (i.e. RIMS, ROSS, etc.)	

Qualifications	Date Completed
1 year supervisory or lead experience with the State Office of Emergency Services (or other state agency rep as designated by the REOC or SOC Director). Or Certified Emergency Manager (CEM) credential. Or CalEMA/CSTI Emergency Management Specialists Certificate. Or an agency rep designated as Safety Officer per State/Department Emergency Plan. Or 1 year safety related experience or primary responsibility.	
1 complex multi-agency incident experience, by actually filling the Safety Officer (or Assistant Safety Officer) position at a REOC, SOC or SDOC during a declared emergency, with an evaluation of satisfactory or above by the supervising SEMS position. Or filling the above position at a REOC/SOC/SDOC during 3 multi-agency exercises, with an evaluation of satisfactory or above by the supervising SEMS position or evaluator. Or mentoring under a person filling the above position at a REOC/SOC/SDOC during 2 complex multi-agency incidents, with an evaluation of satisfactory or above by the supervising SEMS position.	
CalEMA/CSTI, FEMA, etc. Emergency Management Course (e.g. 36 hour Earthquake Course or a Professional Development Series course). Or completion of a minimum of 12 units of core course work from an accredited college or university in the field of emergency management or closely related field. Or CalEMA/CSTI Emergency Management Specialists Certificate.	

Credentialing		Choose 1 Type
Existing Credentialing System (Give Name)		
*State Credentialing		
Reviewer Name and Title:		Date:

**\*If State Credentialing please fill-out the following:**

I certify the aforementioned is true and request CalEMA to credential the employee listed above. I understand the information will be maintained in a statewide database which may be used as a resource during a disaster or incident of national significance.

---

Signature of Emergency Services Director or Designee

Local Contact Information:

Contact Name	
Organization	
Address	
City, State Zip	
Phone	
Fax	
Email	
Willing to assist statewide	
Willing to assist out-of-state	

Please provide specific information or certificates (i.e. date, incident name and satisfactory verification of the complex incident, exercises) to justify compliance.

After review and approval of this application a CalEMA credentialing card will be mailed to the contact person noted above within 4 weeks.

Please mail this request to:

CalEMA Credentialing Coordinator  
3650 Schriever Avenue  
Mather, CA 95655

Questions: contact: [credentialing.coordinator@oes.ca.gov](mailto:credentialing.coordinator@oes.ca.gov)

## Credentialing Checklist and Application

**Position Name:** Public Information Officer

**SEMS Level:** REOC/SOC/DOC

<b>Name of employee:</b>	<b>Date:</b>
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Certification	Date Completed
SEMS Field Level: ACI Modules 1-17 or ICS 100-400	
IS-700 NIMS Overview or Equivalent	
IS-800 B National Response Framework	
Medically and physically fit to complete Operational Periods	
SEMS/NIMS EOC G 611 Course, including Public Information Officer Position Training	
Situation & Resource Tracking System training (i.e. RIMS, ROSS, etc.)	
CalEMA Joint Information Center (JIC) Training	

Qualifications	Date Completed
1 year supervisory or lead experience with the State Office of Emergency Services (or other state agency rep as designated by the REOC, SOC or SDOC Director). Or Certified Emergency Manager (CEM) credential. Or CalEMA/CSTI Crisis Communication Specialists Certificate. Or an agency rep designated as Public Information Officer per State/Department Emergency Plan. Or 1 year public information or media related experience or primary responsibility.	
1 complex multi-agency incident experience, by actually filling the Public Information Officer (or Assistant Public Information Officer) position at a REOC, SOC or SDOC during a declared emergency, with an evaluation of satisfactory or above by the supervising SEMS position. Or filling the above position at a REOC/SOC/SDOC during 3 multi agency exercises, with an evaluation of satisfactory or above by the supervising SEMS position or evaluator. Or mentoring under a person filling the above position at a REOC/SOC/SDOC during 2 "complex" multi-agency incidents, with an evaluation of satisfactory or above by the supervising SEMS position.	
CalEMA/CSTI, FEMA, etc. Emergency Management Course (e.g. 36 hour Crisis Communication Course or a Professional Development Series course). Or completion of a minimum of 12 units of core course work from an accredited college or university in the field of emergency management or closely related field.	

Or CalEMA/CSTI Crisis Communication Specialists Certificate		
<b>Credentialing</b>		<b>Choose 1 Type</b>
Existing Credentialing System (Give Name)		
*State Credentialing		
<b>Reviewer Name and Title:</b>		<b>Date:</b>

**\*If State Credentialing please fill-out the following:**

I certify the aforementioned is true and request CalEMA to credential the employee listed above. I understand the information will be maintained in a statewide database which may be used as a resource during a disaster or incident of national significance.

---

Signature of Emergency Services Director or Designee

Local Contact Information:

Contact Name	
Organization	
Address	
City, State Zip	
Phone	
Fax	
Email	
Willing to assist statewide	
Willing to assist out-of-state	

Please provide specific information or certificates (i.e. date, incident name and satisfactory verification of the complex incident, exercises) to justify compliance.

After review and approval of this application a CalEMA credentialing card will be mailed to the contact person noted above within 4 weeks.

Please mail this request to:

CalEMA Credentialing Coordinator  
3650 Schriever Avenue  
Mather, CA 95655

Questions: contact: [credentialing.coordinator@oes.ca.gov](mailto:credentialing.coordinator@oes.ca.gov)

## Credentialing Checklist and Application

**Position Name:** Liaison Officer

**SEMS Level:** REOC/SOC/DOC

<b>Name of employee:</b>	<b>Date:</b>
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Certification	Date Completed
SEMS Field Level: ACI Modules 1-17 or ICS 100-400	
IS-700 NIMS Overview or Equivalent	
IS-800 B National Response Framework	
Medically and physically fit to complete Operational Periods	
SEMS/NIMS EOC G 611 Course, including Liaison Officer Position Training	
Situation & Resource Tracking System training (i.e. RIMS, ROSS, etc.)	

Qualifications	Date Completed
1 year supervisory or lead experience with the State Office of Emergency Services (or other state agency rep as designated by the REOC, SOC or SDOC Director). Or Certified Emergency Manager (CEM) credential. Or CalEMA/CSTI Emergency Management Specialists Certificate. Or an agency rep designated as Liaison Officer per State/Department Emergency Plan. Or 1 year agency rep or liaison related experience or primary responsibility.	
1 complex multi-agency incident experience, by actually filling the Liaison Officer (or Assistant Liaison Officer) position at a REOC or SOC or State Department Operations Center (SDOC) during a declared emergency, with an evaluation of satisfactory or above by the supervising SEMS position. Or filling the above position at a REOC/SOC/SDOC during 3 multi-agency exercises, with an evaluation of satisfactory or above by the supervising SEMS position or evaluator. Or mentoring under a person filling the above position at a REOC/SOC/SDOC during 2 complex multi-agency incidents, with an evaluation of satisfactory or above by the supervising SEMS position.	
CalEMA/CSTI, FEMA, etc. Emergency Management Course (e.g. Terrorism Liaison Course or a Professional Development Series course). Or completion of a minimum of 12 units of core course work from an accredited college or university in the field of emergency management or closely related field. Or CalEMA/CSTI Emergency Management Specialists Certificate.	

Credentialing			Choose 1 Type
Existing Credentialing System (Give Name)			
*State Credentialing			
Reviewer Name and Title:		Date:	

**\*If State Credentialing please fill-out the following:**

I certify the aforementioned is true and request CalEMA to credential the employee listed above. I understand the information will be maintained in a statewide database which may be used as a resource during a disaster or incident of national significance.

---

Signature of Emergency Services Director or Designee

Local Contact Information:

Contact Name	
Organization	
Address	
City, State Zip	
Phone	
Fax	
Email	
Willing to assist statewide	
Willing to assist out-of-state	

Please provide specific information or certificates (i.e. date, incident name and satisfactory verification of the complex incident, exercises) to justify compliance.

After review and approval of this application a CalEMA credentialing card will be mailed to the contact person noted above within 4 weeks.

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3650 Schriever Avenue  
Mather, CA 95655

Questions: contact: [credentialing.coordinator@oes.ca.gov](mailto:credentialing.coordinator@oes.ca.gov)

## Credentialing Checklist and Application

**Position Name:** Agency Representative

**SEMS Level:** REOC/SOC/DOC

<b>Name of employee:</b>		<b>Date:</b>	
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Certification	Date Completed
SEMS Field Level: ACI Modules 1-6 or ICS 100& 200	
IS-700 NIMS Overview or Equivalent	
IS-800 B National Response Framework	
Medically and physically fit to complete Operational Periods	
SEMS/NIMS EOC G 611 Course	
Letter of Delegation regarding ability to speak for and commit agency resources	

Qualifications	Date Completed
1 year experience in a supervisory position from the agency represented	



Credentialing	Choose 1 Type
Existing Credentialing System (Give Name)	
*State Credentialing	

<b>Reviewer Name and Title:</b>		<b>Date:</b>	
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**\*If State Credentialing please fill-out the following:**

I certify the aforementioned is true and request CalEMA to credential the employee listed above. I understand the information will be maintained in a statewide database which may be used as a resource during a disaster or incident of national significance.

---

Signature of Emergency Services Director or Designee  
Local Contact Information:

Contact Name	
Organization	
Address	
City, State Zip	
Phone	
Fax	
Email	
Willing to assist statewide	
Willing to assist out-of-state	

Please provide specific information or certificates (i.e. date, incident name and satisfactory verification of the complex incident, exercises) to justify compliance.

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Mather, CA 95655

Questions: contact: [credentialing.coordinator@oes.ca.gov](mailto:credentialing.coordinator@oes.ca.gov)

## Credentialing Checklist and Application

**Position Name:** Operations Section Coordinator

**SEMS Level:** REOC/SOC/DOC

<b>Name of employee:</b>		<b>Date:</b>	
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<b>Certification</b>	<b>Date Completed</b>
SEMS Field Level: ACI Modules 1-17 or ICS 100-400	
IS-700 NIMS Overview or Equivalent	
IS-800 B National Response Framework	
Medically and physically fit to complete Operational Periods	
SEMS/NIMS EOC G 611 Course, including Operations Section Coordinator Position Training	
Situation & Resource Tracking System training (i.e. RIMS, ROSS, etc.)	
CalEMA Mission Tasking Training	
NEMA EMAC Pre/Field Course Training	

<b>Qualifications</b>	<b>Date Completed</b>
<p>2 years senior managerial or supervisory experience with the State Office of Emergency Services (or other state agency rep as designated by the REOC, SOC or SDOC Director).</p> <p>Or certified Emergency Manager (CEM) credential.</p> <p>Or CalEMA/CSTI Emergency Management Specialists Certificate.</p> <p>Or an agency rep designated as Operations Section Coordinator per State/Department Emergency Plan.</p> <p>Or 1 year coordination of multi agencies and/or governments related Experience.</p>	
<p>3 complex multi-agency incident experiences, by actually filling the Operations Section Coordinator (or Deputy Operations or any General Staff) position at a REOC, SOC or SDOC during a declared emergency, with an evaluation of satisfactory or above by the supervising SEMS position.</p> <p>Or filling the above position at a REOC/SOC/SDOC during 6 multi-agency exercises, with an evaluation of satisfactory or above by the supervising SEMS position or evaluator.</p> <p>Or mentoring under a person filling the above position at a REOC/SOC/SDOC during 4 complex multi-agency incidents, with an evaluation of satisfactory or above by the supervising REOC, SOC or SDOC Director or CalEMA Secretary.</p> <p>Or coordinating at least 10 mission requests through the State CalEMA.</p>	
CalEMA/CSTI, FEMA, etc. Emergency Management Course (e.g. 36 hour Earthquake Course or a Professional Development Series course)	

Or completion of a minimum of 12 units of core course work from an accredited college or university in the field of emergency management or closely related field. Or CalEMA/CSTI Emergency Management Specialists Certificate.	
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Credentialing		Choose 1 Type
Existing Credentialing System (Give Name)		
*State Credentialing		
Reviewer Name and Title:		Date:

**\*If State Credentialing please fill-out the following:**

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---

Signature of Emergency Services Director or Designee

Local Contact Information:

Contact Name	
Organization	
Address	
City, State Zip	
Phone	
Fax	
Email	
Willing to assist statewide	
Willing to assist out-of-state	

Please provide specific information or certificates (i.e. date, incident name and satisfactory verification of the complex incident, exercises) to justify compliance.

After review and approval of this application a CalEMA credentialing card will be mailed to the contact person noted above within 4 weeks.

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CalEMA Credentialing Coordinator  
3650 Schriever Avenue  
Mather, CA 95655

Questions: contact: [credentialing.coordinator@oes.ca.gov](mailto:credentialing.coordinator@oes.ca.gov)

## Credentialing Checklist and Application

**Position Name:** Branch Coordinator

**SEMS Level:** REOC/SOC/DOC

<b>Name of employee:</b>	<b>Date:</b>
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Certification	Date Completed
SEMS Field Level: ACI Modules 1-17 or ICS 100-400	
IS-700 NIMS Overview or Equivalent	
IS-800 B National Response Framework	
Medically and physically fit to complete Operational Periods	
SEMS/NIMS EOC G 611 Course, including Advanced Branch Coordinator Position Training	
Situation & Resource Tracking System training (i.e. RIMS, ROSS, etc.)	
CalEMA Mission Tasking Training	

Qualifications	Date Completed
1 year field and management experience related to the discipline specific function performed at the REOC, SOC or SDOC	
1 complex multi-agency incident experience, by actually filling a Branch Coordinator position at a REOC or SOC or State Department Operations Center (SDOC) during a declared emergency, with an evaluation of satisfactory or above by the supervising SEMS position. Or filling the above position at a REOC/SOC/SDOC during 3 multi-agency exercises, with an evaluation of satisfactory or above by the supervising SEMS position or evaluator. Or mentoring under a person filling the above position at a REOC/SOC/SDOC during 2 complex multi-agency incidents, with an evaluation of satisfactory or above by the supervising SEMS position.	
CalEMA/CSTI, FEMA, etc. Emergency Management Course (e.g. CSTI Earthquake Course). Or completion of a minimum of 12 units of core course work from an accredited college or university in the field of emergency management or closely related field. Or CalEMA/CSTI Emergency Management Specialists Certificate.	
Any existing discipline specific certifications, qualifications and standards required by the proper authority (i.e. POST, CHP, CDHS, EMSA, SFM, etc.)	

Credentialing	Choose 1 Type
Existing Credentialing System (Give Name)	
*State Credentialing	

Reviewer Name and Title:		Date:	
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**\*If State Credentialing please fill-out the following:**

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---

Signature of Emergency Services Director or Designee

Local Contact Information:

Contact Name	
Organization	
Address	
City, State Zip	
Phone	
Fax	
Email	
Willing to assist statewide	
Willing to assist out-of-state	

Please provide specific information or certificates (i.e. date, incident name and satisfactory verification of the complex incident, exercises) to justify compliance.

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3650 Schriever Avenue  
Mather, CA 95655

Questions: contact: [credentialing.coordinator@oes.ca.gov](mailto:credentialing.coordinator@oes.ca.gov)

## Credentialing Checklist and Application

**Position Name: Fire & Rescue Branch Coordinator**

**SEMS Level: REOC/SOC/DOC**

<b>Name of employee:</b>	<b>Date:</b>
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Certification	Date Completed
SEMS Field Level: ACI Modules 1-17 or ICS 100-400	
IS-700 NIMS Overview or Equivalent	
IS-800 B National Response Framework	
Medically and physically fit to complete Operational Periods	
SEMS/NIMS EOC G 611 Course, including Advanced Branch Coordinator Position Training	
Situation & Resource Tracking System training (i.e. RIMS, ROSS, etc.)	
CalEMA Mission Tasking Training	
Qualifications	Date Completed
1 year experience within CalEMA Fire Rescue Branch or other Fire Service related state agency (as delegated by the REOC, SOC or SDOC Director). Or an agency rep designated as Fire Branch per State/Department Emergency Plan. Or 1 year employment in a paid fire department with field and management Experience.	
1 complex multi-agency incident experience, by actually filling a Fire & Rescue Branch Coordinator position at a REOC or SOC or State Department Operations Center (SDOC) during a declared emergency, with an evaluation of satisfactory or above by the supervising SEMS position. Or filling the above position at a REOC/SOC/SDOC during 3 multi-agency exercises, with an evaluation of satisfactory or above by the supervising SEMS position or evaluator. Or mentoring under a person filling the above position at a REOC/SOC/SDOC during 2 complex multi-agency incidents, with an evaluation of satisfactory or above by the supervising SEMS position.	
CalEMA/CSTI, FEMA, etc. Emergency Management Course (e.g. CSTI Earthquake Course). Or completion of a minimum of 12 units of core course work from an accredited college or university in the field of emergency management or closely related field. Or CalEMA/CSTI Emergency Management Specialists Certificate.	

University in the field of emergency management or closely related field Any existing State Fire Marshal certifications, qualifications or standards	
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Credentialing		Choose 1 Type
Existing Credentialing System (Give Name)		
*State Credentialing		
Reviewer Name and Title:		Date:

**\*If State Credentialing please fill-out the following:**

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---

Signature of Emergency Services Director or Designee

Local Contact Information:

Contact Name	
Organization	
Address	
City, State Zip	
Phone	
Fax	
Email	
Willing to assist statewide	
Willing to assist out-of-state	

Please provide specific information or certificates (i.e. date, incident name and satisfactory verification of the complex incident, exercises) to justify compliance.

After review and approval of this application a CalEMA credentialing card will be mailed to the contact person noted above within 4 weeks.

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3650 Schriever Avenue  
Mather, CA 95655

Questions: contact: [credentialing.coordinator@oes.ca.gov](mailto:credentialing.coordinator@oes.ca.gov)

## Credentialing Checklist and Application

**Position Name:** Haz Mat Branch Coordinator

**SEMS Level:** REOC/SOC/DOC

<b>Name of employee:</b>	<b>Date:</b>
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Certification	Date Completed
SEMS Field Level: ACI Modules 1-17 or ICS 100-400	
IS-700 NIMS Overview or Equivalent	
IS-800 B National Response Framework	
Medically and physically fit to complete Operational Periods	
SEMS/NIMS EOC G 611 Course, including Advanced Branch Coordinator Position Training	
Situation & Resource Tracking System training (i.e. RIMS, ROSS, etc.)	
CalEMA Mission Tasking Training	

Qualifications	Date Completed
1 year experience within CalEMA Haz Mat Section or CSTI Haz Mat Section or other Haz Mat related state agency (as delegated by the REOC, SOC or SDOC Director). Or an agency rep designated as Haz Mat Branch per State/Department Emergency Plan. Or 1 year experience related to hazardous materials planning, or training, or response, or cleaning up, with emergency field and management experience.	
1 complex multi-agency incident experience, by actually filling a Haz Mat Branch Coordinator position at a REOC, SOC or State Department Operations Center (SDOC) during a declared emergency, with an evaluation of satisfactory or above by the supervising SEMS position. Or filling the above position at a REOC/SOC/SDOC during 3 multi-agency exercises, with an evaluation of satisfactory or above by the supervising SEMS position or evaluator. Or mentoring under a person filling the above position at a REOC/SOC/SDOC during 2 complex multi-agency incidents, with an evaluation of satisfactory or above by the supervising SEMS position.	
CalEMA/CSTI, FEMA, etc. Emergency Management Course (e.g. CSTI Earthquake Course). Or completion of a minimum of 12 units of core course work from an accredited university in the field of emergency management or closely related field. Or CalEMA/CSTI Emergency Management Specialists Certificate.	



Any existing CAL OSHA certifications, qualifications or standards	
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Credentialing	Choose 1 Type
Existing Credentialing System (Give Name)	
*State Credentialing	

<b>Reviewer Name and Title:</b>		<b>Date:</b>	
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**\*If State Credentialing please fill-out the following:**

I certify the aforementioned is true and request CalEMA to credential the employee listed above. I understand the information will be maintained in a statewide database which may be used as a resource during a disaster or incident of national significance.

---

Signature of Emergency Services Director or Designee

Local Contact Information:

Contact Name	
Organization	
Address	
City, State Zip	
Phone	
Fax	
Email	
Willing to assist statewide	
Willing to assist out-of-state	

Please provide specific information or certificates (i.e. date, incident name and satisfactory verification of the complex incident, exercises) to justify compliance.

After review and approval of this application a CalEMA credentialing card will be mailed to the contact person noted above within 4 weeks.

Please mail this request to:

CalEMA Credentialing Coordinator  
3650 Schriever Avenue  
Mather, CA 95655

Questions: contact: [credentialing.coordinator@oes.ca.gov](mailto:credentialing.coordinator@oes.ca.gov)

## Credentialing Checklist and Application

**Position Name:** Law Enforcement Branch Coordinator

**SEMS Level:** REOC/SOC/DOC

<b>Name of employee:</b>	<b>Date:</b>
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Certification	Date Completed
SEMS Field Level: ACI Modules 1-17 or ICS 100-400	
IS-700 NIMS Overview or Equivalent	
IS-800 B National Response Framework	
Medically and physically fit to complete Operational Periods	
SEMS/NIMS EOC G 611 Course, including Advanced Branch Coordinator Position Training	
Situation & Resource Tracking System training (i.e. RIMS, ROSS, etc.)	
CalEMA Mission Tasking Training	

Qualifications	Date Completed
1 year experience within CalEMA Law Branch or other Law Enforcement related state agency (as delegated by the REOC, SOC or SDOC Director). Or an agency rep designated as Law Branch per State/Department Emergency Plan. Or 1 year employment with a law enforcement agency as a sworn Peace Officer, with field and management experience.	
1 complex multi-agency incident experience, by actually filling a Law Enforcement Branch Coordinator position at a REOC, SOC or State Department Operations Center (SDOC) during a declared emergency, with an evaluation of satisfactory or above by the supervising SEMS position. Or filling the above position at a REOC/SOC/SDOC during 3 multi-agency exercises, with an evaluation of satisfactory or above by the supervising SEMS position or evaluator. Or mentoring under a person filling the above position at a REOC/SOC/SDOC during 2 complex multi-agency incidents, with an evaluation of satisfactory or above by the supervising SEMS position.	
CalEMA/CSTI, FEMA, etc. Emergency Management Course (e.g. CSTI Earthquake Course). Or completion of a minimum of 12 units of core course work from an accredited college or university in the field of emergency management or closely related field. Or CalEMA/CSTI Emergency Management &/or Terrorism Specialists	

Certificate.		
Any existing POST or CHP certifications, qualifications or standards		
<b>Credentialing</b>		<b>Choose 1 Type</b>
Existing Credentialing System (Give Name)		
*State Credentialing		
<b>Reviewer Name and Title:</b>		<b>Date:</b>

**\*If State Credentialing please fill-out the following:**

I certify the aforementioned is true and request CalEMA to credential the employee listed above. I understand the information will be maintained in a statewide database which may be used as a resource during a disaster or incident of national significance.

---

Signature of Emergency Services Director or Designee

Local Contact Information:

Contact Name	
Organization	
Address	
City, State Zip	
Phone	
Fax	
Email	
Willing to assist statewide	
Willing to assist out-of-state	

Please provide specific information or certificates (i.e. date, incident name and satisfactory verification of the complex incident, exercises) to justify compliance.

After review and approval of this application a CalEMA credentialing card will be mailed to the contact person noted above within 4 weeks.

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3650 Schriever Avenue  
Mather, CA 95655

Questions: contact: [credentialing.coordinator@oes.ca.gov](mailto:credentialing.coordinator@oes.ca.gov)

## Credentialing Checklist and Application

**Position Name: Medical and Health Branch Coordinator**

**SEMS Level: REOC/SOC/DOC**

<b>Name of employee:</b>		<b>Date:</b>	
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<b>Certification</b>	<b>Date Completed</b>
SEMS Field Level: ACI Modules 1-17 or ICS 100-400	
IS-700 NIMS Overview or Equivalent	
IS-800 B National Response Framework	
EMSA Medical Manager Course or CDPH JEOC Director of Operation Course	
Medically and physically fit to complete Operational Periods	
SEMS/NIMS EOC G 611 Course, including Advanced Branch Coordinator Position Training SEMS advanced position specific hands on training as Medical & Health Branch Coordinator	
Situation & Resource Tracking System training (i.e. RIMS, ROSS, etc.)	
CalEMA Mission Tasking Training	

<b>Qualifications</b>	<b>Date Completed</b>
2 years managerial or supervisory in a experience Medical and/or Health related state agency (as delegated by the REOC, SOC or SDOC Director). Or an agency rep designated as Medical/Health Branch per State Emergency Plan. Or Certified Emergency Manager (CEM) credential. Or CalEMA/CSTI Emergency Management Specialists Certificate. Or 1 year experience as a Medical Health Operational Area Coordinator/MHOAC	
1 complex multi-agency incident experience, by actually filling a Medical and Health Branch Coordinator position at a REOC or SOC or State Department Operations Center (SDOC) during a declared emergency, with an evaluation of satisfactory or above by he supervising SEMS position. Or filling the above position at a REOC/SOC/SDOC during 3 multi agency exercises, with an evaluation of satisfactory or above by the supervising SEMS position or evaluator. Or mentoring under a person filling the above position at a REOC/SOC/SDOC during 2 complex multi-agency incidents, with an evaluation of satisfactory or above by the supervising SEMS position.	
Familiarity with Ambulance Strike Team (AST) and Medical Task Force (MTF) concepts.	
CalEMA/CSTI, FEMA, etc. Emergency Management Course (e.g. CSTI Disaster Management Operations Course). Or completion of a minimum of 12 units of core course work from an accredited college or university in the field of emergency management or	

closely related field. Or CalEMA/CSTI Emergency Management Specialists Certificate.		
Any existing California EMSA or CDHS certifications, qualifications or standards.		
<b>Credentialing</b>		<b>Choose 1 Type</b>
Existing Credentialing System (Give Name)		
*State Credentialing		
<b>Reviewer Name and Title:</b>		<b>Date:</b>

**\*If State Credentialing please fill-out the following:**

I certify the aforementioned is true and request CalEMA to credential the employee listed above. I understand the information will be maintained in a statewide database which may be used as a resource during a disaster or incident of national significance.

---

Signature of Emergency Services Director or Designee

Local Contact Information:

Contact Name	
Organization	
Address	
City, State Zip	
Phone	
Fax	
Email	
Willing to assist statewide	
Willing to assist out-of-state	

Please provide specific information or certificates (i.e. date, incident name and satisfactory verification of the complex incident, exercises) to justify compliance.

After review and approval of this application a CalEMA credentialing card will be mailed to the contact person noted above within 4 weeks.

Please mail this request to:

CalEMA Credentialing Coordinator  
3650 Schriever Avenue  
Mather, CA 95655

Questions: contact: [credentialing.coordinator@oes.ca.gov](mailto:credentialing.coordinator@oes.ca.gov)

## Credentialing Checklist and Application

**Position Name: Medical Unit Leader**

**SEMS Level: REOC/SOC/DOC**

<b>Name of employee:</b>		<b>Date:</b>	
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<b>Certification</b>	<b>Date Completed</b>
SEMS Field Level: ACI Modules 1-17 or ICS 100-400	
IS-700 NIMS Overview or Equivalent	
IS-800 B National Response Plan Training	
EMSA Medical Manager Course	
Medically and physically fit to complete Operational Periods	
SEMS/NIMS EOC G 611 Course, including Unit Position Training	

<b>Qualifications</b>	<b>Date Completed</b>
1 year managerial or supervisory in a experience Medical and/or Health related state agency (as delegated by the REOC, SOC or SDOC Director). Or An agency rep designated as Medical Unit per State Emergency Plan. Or 1 year experience as a medical planner or healthcare professional with field and management experience. Or Certified Emergency Manager (CEM) credential. Or CalEMA/CSTI Emergency Management Specialists Certificate	
1 complex multi-agency incident experience, by actually filling a Medical Unit Coordinator position at a REOC, SOC or State Department Operations Center (SDOC) during a declared emergency, with an evaluation of satisfactory or above by the supervising SEMS position. Or filling the above position at a REOC/SOC/SDOC during 3 multi-agency exercises, with an evaluation of satisfactory or above by the supervising SEMS position or evaluator. Or mentoring under a person filling the above position at a REOC/SOC/SDOC during 2 complex multi-agency incidents, with an evaluation of satisfactory or above by the supervising SEMS position.	
Familiarity with Ambulance Strike Team (AST) and Medical Task Force (MTF) concepts.	
CalEMA/CSTI, FEMA, etc. Emergency Management Course (e.g. CSTI Disaster Management Operations Course). Or completion of a minimum of 12 units of core course work from an accredited college or university in the field of emergency management or closely related field. Or CalEMA/CSTI Emergency Management Specialists Certificate.	

Any existing California EMSA or CDHS certifications, qualifications or standards	
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Credentialing	Choose 1 Type
Existing Credentialing System (Give Name)	
*State Credentialing	

Reviewer Name and Title:		Date:	
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**\*If State Credentialing please fill-out the following:**

I certify the aforementioned is true and request CalEMA to credential the employee listed above. I understand the information will be maintained in a statewide database which may be used as a resource during a disaster or incident of national significance.

---

Signature of Emergency Services Director or Designee

Local Contact Information:

Contact Name	
Organization	
Address	
City, State Zip	
Phone	
Fax	
Email	
Willing to assist statewide	
Willing to assist out-of-state	

Please provide specific information or certificates (i.e. date, incident name and satisfactory verification of the complex incident, exercises) to justify compliance.

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Mather, CA 95655

Questions: contact: [credentialing.coordinator@oes.ca.gov](mailto:credentialing.coordinator@oes.ca.gov)

## Credentialing Checklist and Application

**Position Name: Health Unit Leader**

**SEMS Level: REOC/SOC/DOC**

<b>Name of employee:</b>		<b>Date:</b>	
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<b>Certification</b>	<b>Date Completed</b>
SEMS Field Level: ACI Modules 1-17 or ICS 100-400	
IS-700 NIMS Overview or Equivalent	
IS-800 B National Response Framework	
CDPH JEOC Director of Operations Course	
Medically and physically fit to complete Operational Periods	
SEMS/NIMS EOC G 611 Course, including Unit Position Training	

<b>Qualifications</b>	<b>Date Completed</b>
1 year managerial or supervisory in an experience Medical and/or Health related state agency (as delegated by the REOC, SOC or SDOC Director). Or an agency rep designated as Health Unit per State Emergency Plan. Or 1 year experience as a health planner or healthcare professional with field and management experience. Or Certified Emergency Manager (CEM) credential. Or CalEMA/CSTI Emergency Management Specialists Certificate.	
1 complex multi-agency incident experience, by actually filling a Health Unit Coordinator position at a REOC, SOC or State Department Operations Center (SDOC) during a declared emergency, with an evaluation of satisfactory or above by the supervising SEMS position. Or filling the above position at a REOC/SOC/SDOC during 3 multi agency exercises, with an evaluation of satisfactory or above by the supervising SEMS position or evaluator. Or mentoring under a person filling the above position at a REOC/SOC/SDOC during 2 complex multi-agency incidents, with an evaluation of satisfactory or above by the supervising SEMS position.	
CalEMA/CSTI, FEMA, etc. Emergency Management Course (e.g. CSTI Disaster Management Operations Course). Or completion of a minimum of 12 units of core course work from an accredited college or university in the field of emergency management or closely related field. Or CalEMA/CSTI Emergency Management Specialists Certificate.	
Any existing California EMSA or CDHS certifications, qualifications or standards.	



Credentialing		Choose 1 Type
Existing Credentialing System (Give Name)		
*State Credentialing		
Reviewer Name and Title:		Date:

**\*If State Credentialing please fill-out the following:**

I certify the aforementioned is true and request CalEMA to credential the employee listed above. I understand the information will be maintained in a statewide database which may be used as a resource during a disaster or incident of national significance.

---

Signature of Emergency Services Director or Designee

Local Contact Information:

Contact Name	
Organization	
Address	
City, State Zip	
Phone	
Fax	
Email	
Willing to assist statewide	
Willing to assist out-of-state	

Please provide specific information or certificates (i.e. date, incident name and satisfactory verification of the complex incident, exercises) to justify compliance.

After review and approval of this application a CalEMA credentialing card will be mailed to the contact person noted above within 4 weeks.

Please mail this request to:  
 CalEMA Credentialing Coordinator  
 3650 Schriever Avenue  
 Mather, CA 95655

Questions: contact: [credentialing.coordinator@oes.ca.gov](mailto:credentialing.coordinator@oes.ca.gov)

## Credentialing Checklist and Application

**Position Name:** Care and Shelter Branch Coordinator

**SEMS Level:** REOC/SOC/DOC

<b>Name of employee:</b>		<b>Date:</b>	
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Certification	Date Completed
SEMS Field Level: ACI Modules 1-17 or ICS 100-400	
IS-700 NIMS Overview or Equivalent	
IS-800 B National Response Framework	
Medically and physically fit to complete Operational Periods	
SEMS/NIMS EOC G 611 Course, including Advanced Branch Coordinator Position Training	
Situation & Resource Tracking System training (i.e. RIMS, ROSS, etc.)	
CalEMA Mission Tasking Training	
CDSS Volunteer Emergency Services Team training	

Qualifications	Date Completed
1 year experience within CalEMA or other Care & Shelter related state agency or non-profit organization (as delegated by the REOC, SOC or SDOC Director). Or an agency rep designated as Care & Shelter Branch per State/Department Emergency Plan. Or 1 year field and management experience in caring for and sheltering displaced persons.	
1 complex multi-agency incident experience, by actually filling a Care and Shelter Branch Coordinator position at a REOC, SOC, SDOC or Shelter Center (SC) during a declared emergency, with an evaluation of satisfactory or above by the supervising SEMS position. Or filling the above position at a REOC/SOC/SDOC/SC during 3 multi-agency exercises, with an evaluation of satisfactory or above by the supervising SEMS position or evaluator. Or mentoring under a person filling the above position at a REOC/SOC/SDOC/SC during 2 complex multi-agency incidents, with an evaluation of satisfactory or above by the supervising SEMS position.	
CalEMA/CSTI, FEMA, etc. Emergency Management Course (e.g. CSTI Earthquake Course). Or completion of a minimum of 12 units of core course work from an accredited college or university in the field of emergency management or closely related field.	

Or CalEMA/CSTI Emergency Management Specialists Certificate.	
Any existing Red Cross or Salvation Army or any other non-profit care and shelter agency certifications, qualifications or standards.	

Credentialing		Choose 1 Type
Existing Credentialing System (Give Name)		
*State Credentialing		
Reviewer Name and Title:		Date:

**\*If State Credentialing please fill-out the following:**

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---

Signature of Emergency Services Director or Designee

Local Contact Information:

Contact Name	
Organization	
Address	
City, State Zip	
Phone	
Fax	
Email	
Willing to assist statewide	
Willing to assist out-of-state	

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Mather, CA 95655

Questions: contact: [credentialing.coordinator@oes.ca.gov](mailto:credentialing.coordinator@oes.ca.gov)

## Credentialing Checklist and Application

**Position Name: Public Works Branch Coordinator**

**SEMS Level: REOC/SOC/DOC**

<b>Name of employee:</b>	<b>Date:</b>
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Certification	Date Completed
SEMS Field Level: ACI Modules 1-17 or ICS 100-400	
IS-700 NIMS Overview or Equivalent	
IS-800 B National Response Framework	
Medically and physically fit to complete Operational Periods	
SEMS/NIMS EOC G 611 Course, including Advanced Branch Coordinator Position Training	
Situation & Resource Tracking System training (i.e. RIMS, ROSS, etc.)	
CalEMA Mission Tasking Training	

Qualifications	Date Completed
1 year senior managerial or supervisory experience within the construction, engineering or maintenance disciplines empowered to act for the (CALTRANS) Department or other state agency as delegated. Or an agency rep designated as Public Works Branch per State/Department Emergency Plan. Or 1 year field and management experience in a public works department.	
1 complex multi-agency incident experience, by actually filling a Public Works Branch Coordinator position at a REOC, SOC or State Department Operations Center (SDOC) during a declared emergency, with an evaluation of satisfactory or above by the supervising SEMS position. Or filling the above position at a REOC/SOC/SDOC during 3 multi-agency exercises, with an evaluation of satisfactory or above by the supervising SEMS position or evaluator. Or mentoring under a person filling the above position at a REOC/SOC/SDOC during 2 complex multi-agency incidents, with an evaluation of satisfactory or above by the supervising SEMS position.	
CalEMA/CSTI, FEMA, etc. Emergency Management Course (e.g. CSTI Earthquake Course). Or completion of a minimum of 12 units of core course work from an accredited college or university in the field of emergency management or closely related field. Or CalEMA/CSTI Emergency Management Specialists Certificate.	

Any existing Professional certifications, qualifications or standards related to the specific area of infrastructure.	
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Credentialing		Choose 1 Type
Existing Credentialing System (Give Name)		
*State Credentialing		
Reviewer Name and Title:		Date:

**\*If State Credentialing please fill-out the following:**

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---

Signature of Emergency Services Director or Designee

Local Contact Information:

Contact Name	
Organization	
Address	
City, State Zip	
Phone	
Fax	
Email	
Willing to assist statewide	
Willing to assist out-of-state	

Please provide specific information or certificates (i.e. date, incident name and satisfactory verification of the complex incident, exercises) to justify compliance.

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Mather, CA 95655

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## Credentialing Checklist and Application

**Position Name: Utilities Branch Coordinator**

**SEMS Level: REOC/SOC/DOC**

<b>Name of employee:</b>		<b>Date:</b>	
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<b>Certification</b>	<b>Date Completed</b>
SEMS Field Level: ACI Modules 1-17 or ICS 100-400	
IS-700 NIMS Overview or Equivalent	
IS-800 B National Response Framework	
Medically and physically fit to complete Operational Periods	
SEMS/NIMS EOC G 611 Course, including Advanced Branch Coordinator Position Training	
Situation & Resource Tracking System training (i.e. RIMS, ROSS, etc.)	
CalEMA Mission Tasking Training	

<b>Qualifications</b>	<b>Date Completed</b>
1 year experience within CalEMA or other specific Utility related agency (as delegated by the REOC,SOC or SDOC Director). Or an agency rep designated as Utility Branch per State/Department Emergency Plan.	
1 complex multi-agency incident experience, by actually filling an Utility Branch Coordinator position at a REOC, SOC or State Department Operations Center (SDOC) during a declared emergency, with an evaluation of satisfactory or above by the supervising SEMS position. Or filling the above position in a REOC/SOC/SDOC during 3 major multi-agency exercises, with an evaluation of satisfactory or above by the supervising SEMS position or evaluator. Or mentoring under a person filling the above position in a REOC/SOC/SDOC during 2 complex multi-agency incidents, with an evaluation of satisfactory or above by the supervising SEMS position.	
CalEMA/CSTI, FEMA, etc. Emergency Management Course (e.g. CSTI Earthquake Course). Or completion of a minimum of 12 units of core course work from an accredited college or university in the field of emergency management or closely related field. Or CalEMA/CSTI Emergency Management Specialists Certificate.	
Any existing Professional certifications, qualifications or standards related to the specific utility.	

Credentialing		Choose 1 Type
Existing Credentialing System (Give Name)		
*State Credentialing		
Reviewer Name and Title:		Date:

**\*If State Credentialing please fill-out the following:**

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---

Signature of Emergency Services Director or Designee

Local Contact Information:

Contact Name	
Organization	
Address	
City, State Zip	
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Fax	
Email	
Willing to assist statewide	
Willing to assist out-of-state	

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Mather, CA 95655

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## Credentialing Checklist and Application

**Position Name: Critical Infrastructure Branch Coordinator**  
**SEMS Level: REOC/SOC/DOC**

<b>Name of employee:</b>	<b>Date:</b>
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Certification	Date Completed
SEMS Field Level: ACI Modules 1-17 or ICS 100-400	
IS-700 NIMS Overview or Equivalent	
IS-800 B National Response Framework	
Medically and physically fit to complete Operational Periods	
SEMS/NIMS EOC G 611 Course, including Advanced Branch Coordinator Position Training	
Situation & Resource Tracking System training (i.e. RIMS, ROSS, etc.)	
CalEMA Mission Tasking Training	

Qualifications	Date Completed
1 year experience within CalEMA or other Critical Infrastructure related state agency (as delegated by the REOC, SOC or SDOC Director). Or an agency rep designated as Critical Infrastructure Branch per State/Department Emergency Plan. Or 1 year experience related to designing, building, maintaining or regulating a specific area of infrastructure (i.e. water, power, communication, etc.).	
1 complex multi-agency incident experience, by actually filling a Critical Infrastructure Branch Coordinator position at a REOC, SOC or State Department Operations Center (SDOC) during a declared emergency, with an evaluation of satisfactory or above by the supervising SEMS position. Or filling the above position at a REOC/SOC/SDOC during 3 multi-agency exercises, with an evaluation of satisfactory or above by the supervising SEMS position or evaluator. Or mentoring under a person filling the above position at a REOC/SOC/SDOC during 2 complex multi-agency incidents, with an evaluation of satisfactory or above by the supervising SEMS position.	
CalEMA/CSTI, FEMA, etc. Emergency Management Course (e.g. CSTI Earthquake Course). Or completion of a minimum of 12 units of core course work from an accredited college or university in the field of emergency management or closely related field. Or CalEMA/CSTI Emergency Management Specialists Certificate.	



Any existing Professional certifications, qualifications or standards related to the specific area of infrastructure.	
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Credentialing	Choose 1 Type
Existing Credentialing System (Give Name)	
*State Credentialing	

Reviewer Name and Title:		Date:	
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**\*If State Credentialing please fill-out the following:**

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---

Signature of Emergency Services Director or Designee

Local Contact Information:

Contact Name	
Organization	
Address	
City, State Zip	
Phone	
Fax	
Email	
Willing to assist statewide	
Willing to assist out-of-state	

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3650 Schriever Avenue  
Mather, CA 95655

Questions: contact: [credentialing.coordinator@oes.ca.gov](mailto:credentialing.coordinator@oes.ca.gov)

## Credentialing Checklist and Application

**Position Name: Agriculture Branch Coordinator**

**SEMS Level: REOC/SOC/DOC**

<b>Name of employee:</b>	<b>Date:</b>
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Certification	Date Completed
SEMS Field Level: ACI Modules 1-17 or ICS 100-400	
IS-700 NIMS Overview or Equivalent	
IS-800 B National Response Framework	
Medically and physically fit to complete Operational Periods	
SEMS/NIMS EOC G 611 Course, including Advanced Branch Coordinator Position Training	
Situation & Resource Tracking System training (i.e. RIMS, ROSS, etc.)	
CalEMA Mission Tasking Training	

Qualifications	Date Completed
1 year experience within CalEMA or other Agriculture related state agency (as delegated by the REOC, SOC or SDOC Director). Or an agency rep designated as Agriculture Branch per State/Department Emergency Plan. Or 1 year field and management experience in an agriculture related agency.	
1 complex multi-agency incident experience, by actually filling an Agriculture Branch Coordinator position at a REOC, SOC or SDOC during a declared emergency, with an evaluation of satisfactory or above by the supervising SEMS position. Or filling the above position at a REOC/SOC/SDOC during 3 multi-agency exercises, with an evaluation of satisfactory or above by the supervising SEMS position or evaluator. Or mentoring under a person filling the above position at a REOC/SOC/SDOC during 2 complex multi-agency incidents, with an evaluation of satisfactory or above by the supervising SEMS position.	
CalEMA/CSTI, FEMA, etc. Emergency Management Course (e.g. CSTI Earthquake Course). Or completion of a minimum of 12 units of core course work from an accredited college or university in the field of emergency management or closely related field. Or CalEMA/CSTI Emergency Management Specialists Certificate.	
Any existing Agriculture relayed certifications, qualifications or standards.	

Credentialing		Choose 1 Type
Existing Credentialing System (Give Name)		
*State Credentialing		
Reviewer Name and Title:		Date:

**\*If State Credentialing please fill-out the following:**

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---

Signature of Emergency Services Director or Designee

Local Contact Information:

Contact Name	
Organization	
Address	
City, State Zip	
Phone	
Fax	
Email	
Willing to assist statewide	
Willing to assist out-of-state	

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3650 Schriever Avenue  
Mather, CA 95655

Questions: contact: [credentialing.coordinator@oes.ca.gov](mailto:credentialing.coordinator@oes.ca.gov)

## Credentialing Checklist and Application

**Position Name: Agriculture Analysis Unit Leader**

**SEMS Level: REOC/SOC/DOC**

<b>Name of employee:</b>	<b>Date:</b>
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Certification	Date Completed
SEMS Field Level: ACI Modules 1-17 or ICS 100-400	
IS-700 NIMS Overview or Equivalent	
IS-800 B National Response Framework	
Medically and physically fit to complete Operational Periods	
SEMS/NIMS EOC G 611 Course, including Unit Leader Position Training	

Qualifications	Date Completed
1 year supervisory or lead experience with the State Office of Emergency Services (or other state agency rep as designated by the REOC, SOC or SDOC Director). Or Certified Emergency Manager (CEM) credential. Or CalEMA/CSTI Emergency Management Specialists Certificate.	
1 complex multi-agency incident experience, by actually filling the Agriculture Analysis Unit Leader (or any Unit Leader within the Agriculture Branch) position at a REOC, SOC or SDOC during a declared emergency, with an evaluation of satisfactory or above by the supervising SEMS position. Or filling the above position at a REOC/SOC/SDOC during 3 multi-agency exercises, with an evaluation of satisfactory or above by the supervising SEMS position or evaluator. Or mentoring under a person filling the above position at a REOC/SOC/SDOC during 2 complex multi-agency incidents, with an evaluation of satisfactory or above by the supervising SEMS position.	
Any existing Agriculture relayed certifications, qualifications or standards	

Credentialing	Choose 1 Type
Existing Credentialing System (Give Name)	
*State Credentialing	

Reviewer Name and Title:		Date:	
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**\*If State Credentialing please fill-out the following:**

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---

Signature of Emergency Services Director or Designee

Local Contact Information:

Contact Name	
Organization	
Address	
City, State Zip	
Phone	
Fax	
Email	
Willing to assist statewide	
Willing to assist out-of-state	

Please provide specific information or certificates (i.e. date, incident name and satisfactory verification of the complex incident, exercises) to justify compliance.

After review and approval of this application a CalEMA credentialing card will be mailed to the contact person noted above within 4 weeks.

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3650 Schriever Avenue  
Mather, CA 95655

Questions: contact: [credentialing.coordinator@oes.ca.gov](mailto:credentialing.coordinator@oes.ca.gov)

## Credentialing Checklist and Application

**Position Name: Animal Control Unit Leader**

**SEMS Level: REOC/SOC/DOC**

<b>Name of employee:</b>	<b>Date:</b>
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Certification	Date Completed
SEMS Field Level: ACI Modules 1-17 or ICS 100-400	
IS-700 NIMS Overview or Equivalent	
IS-800 B National Response Framework	
Medically and physically fit to complete Operational Periods	
SEMS/NIMS EOC G 611 Course, including Unit Leader Position Training	

Qualifications	Date Completed
1 year supervisory or lead experience with the State Office of Emergency Services (or other state agency rep as designated by the REOC, SOC or SDOC Director). Or person with animal services unit experience. Or Certified Emergency Manager (CEM) credential. Or CalEMA/CSTI Emergency Management Specialists Certificate.	
1 complex multi-agency incident experience, by actually filling the Animal Control Unit Leader (or any Unit Leader within the Agriculture Branch) position at a REOC, SOC or SDOC during a declared emergency, with an evaluation of satisfactory or above by the supervising SEMS position. Or filling the above position at a REOC/SOC/SDOC during 3 multi-agency exercises, with an evaluation of satisfactory or above by the supervising SEMS position or evaluator. Or mentoring under a person filling the above position at a REOC/SOC/SDOC during 2 complex multi-agency incidents, with an evaluation of satisfactory or above by the supervising SEMS position.	
Any existing Agriculture relayed certifications, qualifications or standards.	

Credentialing	Choose 1 Type
Existing Credentialing System (Give Name)	
*State Credentialing	

Reviewer Name and Title:		Date:	
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**\*If State Credentialing please fill-out the following:**

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---

Signature of Emergency Services Director or Designee

Local Contact Information:

Contact Name	
Organization	
Address	
City, State Zip	
Phone	
Fax	
Email	
Willing to assist statewide	
Willing to assist out-of-state	

Please provide specific information or certificates (i.e. date, incident name and satisfactory verification of the complex incident, exercises) to justify compliance.

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3650 Schriever Avenue  
Mather, CA 95655

Questions: contact: [credentialing.coordinator@oes.ca.gov](mailto:credentialing.coordinator@oes.ca.gov)

## Credentialing Checklist and Application

**Position Name: Planning & Intelligence Section Coordinator**

**SEMS Level: REOC/SOC/DOC**

<b>Name of employee:</b>		<b>Date:</b>	
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<b>Certification</b>	<b>Date Completed</b>
SEMS Field Level: ACI Modules 1-17 or ICS 100-400	
IS-700 NIMS Overview or Equivalent	
IS-800 B National Response Framework	
Medically and physically fit to complete Operational Periods	
SEMS/NIMS EOC G 611 Course, including Planning/Intelligence Section Coordinator Position Training	
Situation & Resource Tracking System training (i.e. RIMS, ROSS, etc.)	
NEMA EMAC Pre/Field Course Training	

<b>Qualifications</b>	<b>Date Completed</b>
<p>2 years senior managerial or supervisory experience with the State Office of Emergency Services (or other state agency rep as designated by the REOC, SOC or SDOC Director).</p> <p>Or Certified Emergency Manager (CEM) credential.</p> <p>Or CalEMA/CSTI Emergency Management &amp;/or Terrorism Specialists Certificate</p> <p>Or an agency rep designated as Planning/Intelligence Section Coordinator per State/Department Emergency Plan.</p> <p>Or 1 year emergency planning related experience or primary responsibility.</p>	
<p>3 complex multi-agency incident experiences, by actually filling the Planning/ Intelligence Section Coordinator (or Deputy Planning/Intelligence Section Coordinator or any General Staff) position at a REOC, SOC or SDOC during a declared emergency, with an evaluation of satisfactory or above by the supervising SEMS position.</p> <p>Or filling the above position at a REOC/SOC/SDOC during 6 multi agency exercises with an evaluation of satisfactory or above by the supervising SEMS position or evaluator.</p> <p>Or mentoring under a person filling the above position at a REOC/SOC/SDOC during 4 complex multi-agency incidents, with an evaluation of satisfactory or above by the supervising REOC, SOC or SDOC Director or CalEMA Secretary.</p>	
<p>CalEMA/CSTI, FEMA, etc. Emergency Management Course (e.g. 36 hour Disaster Planning Course or a Professional Development Series course).</p> <p>Or completion of a minimum of 12 units of core course work from an</p>	



accredited college or university in the field of emergency management or closely related field. Or CalEMA/CSTI Emergency Management &/or Terrorism Specialists Certificate.	
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Credentialing		Choose 1 Type
Existing Credentialing System (Give Name)		
*State Credentialing		
Reviewer Name and Title:		Date:

**\*If State Credentialing please fill-out the following:**

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---

Signature of Emergency Services Director or Designee

Local Contact Information:

Contact Name	
Organization	
Address	
City, State Zip	
Phone	
Fax	
Email	
Willing to assist statewide	
Willing to assist out-of-state	

Please provide specific information or certificates (i.e. date, incident name and satisfactory verification of the complex incident, exercises) to justify compliance.  
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 3650 Schriever Avenue  
 Mather, CA 95655

Questions: contact: [credentialing.coordinator@oes.ca.gov](mailto:credentialing.coordinator@oes.ca.gov)

## Credentialing Checklist and Application

**Position Name: Advanced Planning Unit Leader**

**SEMS Level: REOC/SOC/DOC**

<b>Name of employee:</b>	<b>Date:</b>
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Certification	Date Completed
SEMS Field Level: ACI Modules 1-17 or ICS 100-400	
IS-700 NIMS Overview or Equivalent	
IS-800 B National Response Framework	
Medically and physically fit to complete Operational Periods	
SEMS/NIMS EOC G 611 Course, including Advanced Planning Unit Leader Position Training	

Qualifications	Date Completed
1 year supervisory or lead experience with the State Office of Emergency Services (or other state agency rep as designated by the REOC, SOC or SDOC Director). Or Certified Emergency Manager (CEM) credential. Or CalEMA/CSTI Emergency Management &/or Terrorism Specialists Certificate Or an agency rep designated as Advanced Planning Unit Leader per State/Department Emergency Plan. Or 1 year state or local Advanced Planning or Incident Action Planning for multiple Operational Periods or Mitigation & Recovery Planning related experience.	
1 complex multi-agency incident experience, by actually filling the Advanced Planning Unit Leader (or any Unit Leader within the Planning/Intelligence Section) position at a REOC, SOC or SDOC during a declared emergency, with an evaluation of satisfactory or above by the supervising SEMS position. Or filling the above position at a REOC/SOC/SDOC during 3 multi-agency exercises, with an evaluation of satisfactory or above by the supervising SEMS position or evaluator Or mentoring under a person filling the above position at a REOC/SOC/SDOC during 2 complex multi-agency incidents, with an evaluation of satisfactory or above by the supervising SEMS position.	

Credentialing	Choose 1 Type
Existing Credentialing System (Give Name)	
*State Credentialing	

Reviewer Name and Title:		Date:	
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**\*If State Credentialing please fill-out the following:**

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---

Signature of Emergency Services Director or Designee

Local Contact Information:

Contact Name	
Organization	
Address	
City, State Zip	
Phone	
Fax	
Email	
Willing to assist statewide	
Willing to assist out-of-state	

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Mather, CA 95655

Questions: contact: [credentialing.coordinator@oes.ca.gov](mailto:credentialing.coordinator@oes.ca.gov)

## Credentialing Checklist and Application

**Position Name: Situation Analysis Unit Leader**  
**SEMS Level: REOC/SOC/DOC**

<b>Name of employee:</b>	<b>Date:</b>
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Certification	Date Completed
SEMS Field Level: ACI Modules 1-17 or ICS 100-400	
IS-700 NIMS Overview or Equivalent	
IS-800 B National Response Framework	
Medically and physically fit to complete Operational Periods	
SEMS/NIMS EOC G 611 Course, including Unit Leader Position Training	

Qualifications	Date Completed
1 year supervisory or lead experience with the State Office of Emergency Services (or other state agency rep as designated by the REOC, SOC or SDOC Director). Or Certified Emergency Manager (CEM) credential. Or CalEMA/CSTI Emergency Management &/or Terrorism Specialists Certificate Or an agency rep designated as Situation Unit Leader per State/Department Emergency Plan. Or 1 year state or local Planning related experience.	
1 complex multi-agency incident experience, by actually filling the Situation Unit Leader (or any Unit Leader within the Planning/Intelligence Section) position at a REOC, SOC or SDOC during a declared emergency, with an evaluation of satisfactory or above by the supervising SEMS position. Or filling the above position at a REOC/SOC/SDOC during 3 multi-agency exercises, with an evaluation of satisfactory or above by the supervising SEMS position or evaluator. Or mentoring under a person filling the above position at a REOC/ SOC/SDOC during 2 complex multi-agency incidents, with an evaluation of satisfactory or above by the supervising SEMS position.	

Credentialing	Choose 1 Type
Existing Credentialing System (Give Name)	
*State Credentialing	

Reviewer Name and Title:		Date:	
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**\*If State Credentialing please fill-out the following:**

I certify the aforementioned is true and request CalEMA to credential the employee listed above. I understand the information will be maintained in a statewide database which may be used as a resource during a disaster or incident of national significance.

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Signature of Emergency Services Director or Designee

Local Contact Information:

Contact Name	
Organization	
Address	
City, State Zip	
Phone	
Fax	
Email	
Willing to assist statewide	
Willing to assist out-of-state	

Please provide specific information or certificates (i.e. date, incident name and satisfactory verification of the complex incident, exercises) to justify compliance.

After review and approval of this application a CalEMA credentialing card will be mailed to the contact person noted above within 4 weeks.

Please mail this request to:

CalEMA Credentialing Coordinator  
3650 Schriever Avenue  
Mather, CA 95655

Questions: contact: [credentialing.coordinator@oes.ca.gov](mailto:credentialing.coordinator@oes.ca.gov)

## Credentialing Checklist and Application

**Position Name:** Logistics Section Coordinator

**SEMS Level:** REOC/SOC/DOC

<b>Name of employee:</b>	<b>Date:</b>
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Certification	Date Completed
SEMS Field Level: ACI Modules 1-17 or ICS 100-400	
IS-700 NIMS Overview or Equivalent	
IS-800 B National Response Framework	
Medically and physically fit to complete Operational Periods	
SEMS/NIMS EOC G 611 Course, including Logistics Section Coordinator Position Training	
Situation & Resource Tracking System training (i.e. RIMS, ROSS, etc.)	
NEMA EMAC Pre/Field Course Training	
CalEMA Mission Tasking Training	

Qualifications	Date Completed
<p>2 years senior managerial or supervisory experience with the State Office of Emergency Services (or other state agency rep as designated by the REOC, SOC or SDOC Director).</p> <p>Or Certified Emergency Manager (CEM) credential.</p> <p>Or CalEMA/CSTI Emergency Management Specialists Certificate.</p> <p>Or an agency rep designated as Logistics Section Coordinator per State/Department Emergency Plan.</p> <p>Or 1 year procurement related experience or primary responsibility.</p>	
<p>3 complex multi-agency incident experiences, by actually filling the Logistics Section Coordinator (or Deputy Logistics Section Coordinator or any General Staff) position at a REOC, SOC or SDOC during a declared emergency, with an evaluation of satisfactory or above by the supervising SEMS position.</p> <p>Or filling the above position at a REOC/SOC/SDOC during 6 multi-agency exercises, with an evaluation of satisfactory or above by the supervising SEMS position or evaluator.</p> <p>Or mentoring under a person filling the above position at a REOC/SOC/SDOC during 4 complex multi-agency incidents, with an evaluation of satisfactory or above by the supervising REOC, SOC or SDOC Director or CalEMA Secretary.</p> <p>Or Coordinating at least 10 mission requests through the State CalEMA.</p>	
CalEMA/CSTI, FEMA, etc. Emergency Management Course (e.g. 36 hour Earthquake Course or a Professional Development Series course).	

Or completion of a minimum of 12 units of core course work from an accredited college or university in the field of emergency management or closely related field. Or CalEMA/CSTI Emergency Management Specialists Certificate.	
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Credentialing	Choose 1 Type
Existing Credentialing System (Give Name)	
*State Credentialing	

<b>Reviewer Name and Title:</b>		<b>Date:</b>	
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**\*If State Credentialing please fill-out the following:**

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---

Signature of Emergency Services Director or Designee

Local Contact Information:

Contact Name	
Organization	
Address	
City, State Zip	
Phone	
Fax	
Email	
Willing to assist statewide	
Willing to assist out-of-state	

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## Credentialing Checklist and Application

**Position Name: Finance & Administration Section Coordinator**

**SEMS Level: REOC/SOC/DOC**

<b>Name of employee:</b>	<b>Date:</b>
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Certification	Date Completed
SEMS Field Level: ACI Modules 1-17 or ICS 100-400	
IS-700 NIMS Overview or Equivalent	
IS-800 B National Response Framework	
Medically and physically fit to complete Operational Periods	
SEMS/NIMS EOC G 611 Course, including Finance/Admin Section Coordinator Position Training	
Situation & Resource Tracking System training (i.e. RIMS, ROSS, etc.)	
NEMA EMAC Pre/Field Course Training	

Qualifications	Date Completed
2 years senior managerial or supervisory experience with the State Office of Emergency Services (or other state agency rep as designated by the REOC, SOC or SDOC Director). Or Certified Emergency Manager (CEM) credential. Or CalEMA/CSTI Emergency Management Specialists Certificate. Or an agency rep designated as Finance/Admin Section Coordinator per State/Department Emergency Plan. Or 1 year finance or admin related experience or primary responsibility.	
3 complex multi-agency incident experiences, by actually filling the Finance/Admin Section Coordinator (or Deputy Finance/Admin Section Coordinator or any General Staff) position at a REOC, SOC or SDOC during a declared emergency, with an evaluation of Satisfactory or above by the supervising SEMS position. Or filling the above position at a REOC/SOC/SDOC during 6 multi-agency exercises, with an evaluation of satisfactory or above by the supervising SEMS position or evaluator. Or mentoring under a person filling the above position at a REOC/SOC/SDOC during 4 complex multi-agency incidents, with an evaluation of satisfactory or above by the supervising REOC, SOC or SDOC Director or CalEMA Secretary. Or Coordinating at least 10 mission requests through the State CalEMA.	
CalEMA/CSTI, FEMA, etc. Emergency Management Course (e.g. 36 hour Sustained Operations Course or a Professional Development Series course). Or completion of a minimum of 12 units of core course work from an	



accredited college or university in the field of emergency management or closely related field. Or CalEMA/CSTI Emergency Management Specialists Certificate.	
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Credentialing		Choose 1 Type
Existing Credentialing System (Give Name)		
*State Credentialing		
Reviewer Name and Title:		Date:

**\*If State Credentialing please fill-out the following:**

I certify the aforementioned is true and request CalEMA to credential the employee listed above. I understand the information will be maintained in a statewide database which may be used as a resource during a disaster or incident of national significance.

---

Signature of Emergency Services Director or Designee

Local Contact Information:

Contact Name	
Organization	
Address	
City, State Zip	
Phone	
Fax	
Email	
Willing to assist statewide	
Willing to assist out-of-state	

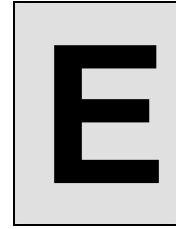
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Mather, CA 95655

Questions: contact: [credentialing.coordinator@oes.ca.gov](mailto:credentialing.coordinator@oes.ca.gov)



# **Position Performance Rating Form**

